

Department of Neighborhood Empowerment

Reporting Month: JUNE

NC Name: Tarzana NC

Budget Fiscal Year: 2014-2015

FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

MONTHLY EXPENDITURE REPORT
Submitted: 7/9/2015 15:36:38



A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	6/1/15 Quickbooks 2015/Budget Comm	OPERATIONS	Amazon.com	0984261			\$207.09
2	6/5/15/ T-Shirts/Rec Center Advertising	OUTREACH	Offside 2	6409			\$447.33
3	6/8/15/Mailing List Maintenance	OUTREACH	Net Atlantic	1002581-99			\$40.00
4	6/8/15/ T-Shirts/Rec Center Advertising	OUTREACH	Offside 2	6414			\$572.90
5	6/8/15/Web Site Maintenance	OUTREACH	The Web Corner	11730			\$150.00
6	6/12/15/Street Repair-Rosita St	CLP	City of LA-BSS	5-22-2015			\$3,982.00
7	6/1/15/Copies/Land Use Committee	OPERATIONS	Office Depot	Lost see email			\$0.60
8	6/1/15/Copies/Land Use Committee	OPERATIONS	Office Depot	1292			\$10.46
9	6/1/15/Minutes Transcription/Secretary Services	OPERATIONS	Appleone	3672056/ S3003186			\$378.24
10	6/1/15/T-Shirts/Rec Center Advertising	OUTREACH	Offside 2	6417			\$1,241.78
11	6/24/15/Supplies/MVLAPD Community Relations	NPG	West Valley BOOSTERS	6-24-15			\$3,500.00
12	6/29/15/Grocery Totes/Advertising	OUTREACH	Worlds Greatest Promo Stuff	19408			\$1,661.16
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$17,180.35
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS							\$19,819.65
C OUTSTANDING COMMITMENTS							
C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)							
C 2. Ren/Lease							
C 3. Contractual Services							
C 4. Large Purchases							
C 5. Neighborhood Purpose Grants (pending or in process)							
C 6. Temporary Staffing Services							
C 7. Storage							
C 8. Other Outstanding Commitments ==> Description:							
SUBTOTAL: Outstanding Commitments							\$0.00
D Total Expenditures & Commitments							\$37,000.00
E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc)							
F Approved Budget 2014-2015							\$37,000.00
G Balance of Budget							\$0.00

Reporting Month: **JUNE**
 NC Name: **Tarzana NC**

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$2,388.60	\$14,602.01	\$16,990.61	\$17,180.35	(\$189.74)

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$5,869.32	\$2,874.97	\$2,743.52	\$250.83
200	Outreach	\$18,095.04	\$6,633.64	\$11,398.12	\$63.28
300	Community Improvement	\$4,159.38	\$3,982.00	\$178.01	-\$0.63
400	NPG	\$9,000.00	\$3,500.00	\$5,500.00	\$0.00
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00
900	Unallocated	-\$123.74	\$189.74	\$0.00	-\$313.48
	TOTAL	\$37,000.00	\$17,180.35	\$19,819.65	\$0.00

NEIGHBORHOOD COUNCIL DECLARATION

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.

Treasurer Signature		Signer's Signature	
Print Name	Harvey Goldberg	Print Name	Len Shaffer
Date		Date	
NC Additional Comments	The Grayce Liu authorized payment of \$189.74 made in FYE 6/30/15 was to be charged to FYE 6/30/14 but was not. Kathleen Quinn agrees that this money which was shorted from funds given to the Tarzana NC in FYE 6/30/15 will be given to the NC in FYE 6/30/16. Check her emails. <i>Call #7123</i>		

Revision Date 1-26-15

Reporting Month: **JUNE**
 NC Name: **Tarzana NC**

ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)

A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE	1099 Reportable	TOTAL
13	6/29/15/Neighborhood Congress	OPERATIONS	City of LA	6/29/15			\$2,278.58
14	6/29/15/Budget Advocates	OUTREACH	City of LA	6/29/15			\$1,139.29
15	6/30/15/Tarzana Welcome Sign/Advertising	OUTREACH	FastSigns ***	548-21297			\$1,381.18
16	6/30/15/Refund due from DONE 2014-15 Error	UNALLOCATED	DONE				\$189.74
17	***FastSigns check cleared Union Bank 7/2/15						
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
SUBTOTAL: Expenditures by Line Item							\$4,988.79

Revision Date 1-26-15

ACCOUNT DETAIL

Account Activity	Search
Business Basics-4365 Download Account Detail	
Available Balance	\$1,380.18
Ledger Balance as of 06/29/2015	\$1,380.18

Select Period Show by Save this view

Date	Transactions	Category	Amount	Running Balance
06/29/2015	COUNTER CHECK FEE	Other Debits and Adjustments	-\$1.00	\$1,380.18
06/29/2015	Check #5048	Checks	-\$1,661.16	\$1,381.18
06/29/2015	Check #10212519	Checks	-\$3,417.87	\$3,042.34
06/24/2015	WEST VALLEY BOOS ONLINE PMT WEB CKF054031107POS	Electronic debits	-\$3,500.00	\$6,460.21
06/19/2015	OFFSIDE 2 ONLINE PMT WEB CKF054031107POS	Electronic debits	-\$1,241.78	\$9,960.21
06/17/2015	APPLEONE EMPLOYM ONLINE PMT WEB CKF054031107POS	Electronic debits	-\$378.24	\$11,201.99
06/17/2015	OFFICE DEP TARZANA CA TARZANA CA	Electronic debits	-\$10.46	\$11,580.23
06/17/2015	OFFICE DEP TARZANA CA TARZANA CA	Electronic debits	-\$0.60	\$11,590.69
06/12/2015	Check #5038	Checks	-\$3,982.00	\$11,591.29
06/08/2015	Check #5040	Checks	-\$150.00	\$15,573.29
06/08/2015	Check #5039	Checks	-\$572.90	\$15,723.29
06/08/2015	NET ATLANT SALEM MA SALEM MA	Electronic debits	-\$40.00	\$16,296.19
06/05/2015	OFFSIDE SP TARZANA CA TARZANA CA	Electronic debits	-\$447.33	\$16,336.19
06/02/2015	CITY OF LOS ANGE EFT PAYMT PPD *****0735	Electronic Credits	\$14,602.01	\$16,783.52
06/01/2015	AMAZON.COM AMZN.COM/BIL WA AMZN.COM/BIL WA	Electronic debits	-\$207.09	\$2,181.51

Showing 1 - 15 of 15 transactions

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



Final Details for Order #107-9332754-0984261

Print this page for your records.

Order Placed: May 28, 2015
Amazon.com order number: 107-9332754-0984261
Order Total: \$207.09

Shipped on May 31, 2015

Items Ordered

1 of: *QuickBooks Pro Small Business Accounting 2015, Various*
 Sold by: Amazon.com LLC

Condition: New

Price
 \$189.99

Shipping Address:

Harvey Goldberg
 TARZANA NEIGHBORHOOD COUNCIL 19798
 GREENBRIAR DR
 TARZANA, CA 91356-5442
 United States

Item(s) Subtotal: \$189.99
 Shipping & Handling: \$4.48
 Free Shipping: -\$4.48

 Total before tax: \$189.99
 Sales Tax: \$17.10

Shipping Speed:
 FREE Shipping

Total for This Shipment: \$207.09

Payment information

Payment Method:

MasterCard | Last digits: 1390

Item(s) Subtotal: \$189.99
 Shipping & Handling: \$4.48
 Free Shipping: -\$4.48

Billing address

Harvey Goldberg
 TARZANA NEIGHBORHOOD COUNCIL 19798
 GREENBRIAR DR
 TARZANA, CA 91356-5442
 United States

Total before tax: \$189.99
 Estimated tax to be collected: \$17.10

Grand Total: \$207.09

Credit Card transactions

MasterCard ending in 1390: May 31, 2015: \$207.09

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

Please note: This is not a VAT invoice.

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2015, Amazon.com, Inc. or its affiliates

**Department of Neighborhood Empowerment
Funding Request Form**



NC NAME: Tarzana NC
 Budget Fiscal Year: 2014-15
 Request Date: 26-May-15
 Meeting Date: 26-May-15
 Agenda Item: 11

Requestor: Treasurer
 Vendor: Office Depot or similar
 Address: _____
 City: _____ State: _____
 Zip Code: _____ Phone: _____
 Amount: \$ _____ NTE #255.00
 # of payments _____

- Operations Outreach NC Sponsored Event Neighborhood Purpose Grant
 Contract / Lease Board Member Reimbursement Community Improvement Project
 Out of State 1099 Expense One Time Expense Monthly Multiple

If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit
Description

Approve the Treasurer's request to purchase the latest version of Quickbooks Pro; the cost, including tax not to exceed \$225.00 (from Office Depot or a similar vendor); and further approves increasing the budget for Operations, General, Budget by \$148.00

VOTE COUNT (continued from page 1 of 2)

Required Board members must leave the room prior to any discussion and may not return to the room until after the vote is completed.

Board Member Name	Board Position	Yes	No	Abstain	Refused	Absent	Ineligible
Adjamian, Allen	Board Member					X	
Correll, Robin	Board Member	X					
Dori, Reuben	Board Member					X	
Flehinger, Max	Executive Secretary					X	
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Treasurer	X					
Green, Joyce	Board Member	X				X	
Greenwood, Sott	Board Member						
Heissler, Eran	1st Vice President	X					
Hossaini, Sayed	Board Member	X				X	
Lawler, Paul	Board Member					X	
Reich, Jonathon	2nd Vice President	X					
Safarian, Linda	Board Member					X	
Schwartz, Kenneth	Board Member	X					
Shaffer, Leonard	President	X					
Silverman, Richard	Board Member					X	
Singh, Sukh	Board Member	X					
Toren, Ornit	Board Member					X	
Weidman, Susan	Board Member	X				X	
Wertheim, Allen	Board Member	X				X	
NC Quorum: <u>10</u>	Grand Total (including page 2):	<u>12</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9</u>	

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically. (i.e. no additional Cash Request Form is required.)

Treasurer's Signature: <u>Harvey Goldberg</u>	Signer's Signature: <u>Leonard J. Shaffer</u>
Print/Type name: <u>Harvey Goldberg</u>	Print/Type name: <u>Leonard J. Shaffer</u>
Date (mm/dd/yy): <u>5-26-15</u>	Date (mm/dd/yy): <u>5-28-15</u>
<input type="checkbox"/> Contract <input type="checkbox"/> CIP <input type="checkbox"/> Advanced Payment <input type="checkbox"/> Approved <input type="checkbox"/> >\$2,500 <input type="checkbox"/> NPG <input type="checkbox"/> Sponsored Event <input type="checkbox"/> Denied	Staff Initials: _____ 1st Level: _____ 2nd Level: _____ Authorization Code: _____

OFFSIDE 2

Sports Apparel
Embroidery • Silkscreening

19555 Ventura Blvd. • Tarzana, CA 91356
(818) 708-2330 • FAX: (818) 708-0013

Customer's Order No.	Phone No.	Date 6/14/14
Sold To TARZANA NEIGHBORHOOD COUNCIL		
Address		
City		

Sold By	Cash	C.O.D.	Charge	On Acct.	Mdse. Ret'd.	Paid Out
Qty.	Description			Price	Amount	
57	PURPLE TIE DYE T-SHIRTS W/PRINT			7.20	410	40
<p>OFFSIDE SPORTS 2 19555 VENTURA BLVD. TARZANA CA 91356 818-708-2330</p> <p>Terminal ID : 00741652 0001 06/04/15 1:16 PM</p> <p>MASTERCARD *****1390 SALE REF#: 202 BATCH #: 022 AUTH #: 041899</p> <p>AMOUNT \$447.33</p> <p>APPROVED CUSTOMER COPY</p>						
Rec'd. By					Tax	36 93
					Total	447 33

240114AF/15418W

6409

Thank You

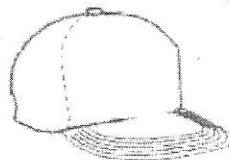
SAMPLE TARZANA REC CENTER T-SHIRTS

FRONT

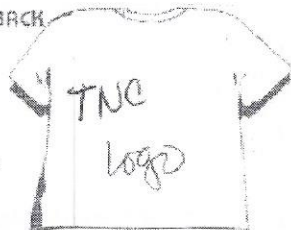


INK COLORS

1) _____ 2) _____
3) _____ 4) _____
5) _____ 6) _____



BACK



INK COLORS

1) _____ 2) _____
3) _____ 4) _____
5) _____ 6) _____

SIDE TO BE PRINTED ON

FRONT ONLY BACK ONLY
FRONT & BACK FRONT & SLEEVE

**Department of Neighborhood Empowerment
Funding Request Form**



NC NAME: Tarzana NC
 Budget Fiscal Year: 2014-15
 Request Date: 26-May-15
 Meeting Date: 26-May-15
 Agenda Item: 9

Requestor: Tarzana Rec Center
 Vendor: WORLD'S GREATEST PROMOTIONAL STUFF
 Address: _____
 City: _____ State: _____
 Zip Code: _____ Phone: _____
 Amount: \$ NTE \$2,250.00
 # of payments:

- Operations Outreach NC Sponsored Event Neighborhood Purpose Grant
 Contract / Lease Board Member Reimbursement Community Improvement Project
 Out of State 1099 Expense One Time Expense Monthly Multiple

If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description

Approve the request from the Tarzana Recreation Center to purchase T-Shirts for their 2015 Summer Camp. They are requesting 305 T-Shirts. Each of these shirts will have the TNC logo on the back and Rec Center info on the front.
RAISE COMMUNITY AWARENESS OF TNC
OUTREACH - ADVERTISING -

VOTE COUNT (continued on page 2) (Include all Board Members)

Recused Boardmember must leave the room prior to any discussion and may not return to the room until their vote is completed.

Board Member Name	Board Position	Yes	No	Abstain	Recused	Absent	Ineligible
Adjamian, Allen	Board Member					X	
Correll, Robin	Board Member	X					
Dori, Reuben	Board Member					X	
Flehinger, Max	Executive Secretary					X	
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Treasurer	X					
Green, Joyce	Board Member	X					
Greenwood, Sott	Board Member					X	
Heissler, Eran	1st Vice President	X					
Hossaini, Sayed	Board Member	X					
Lawler, Paul	Board Member					X	
Reich, Jonathon	2nd Vice President	X					
Safarian, Linda	Board Member					X	
Schwartz, Kenneth	Board Member	X					
Shaffer, Leonard	President	X					
Silverman, Richard	Board Member					X	
Singh, Sukh	Board Member	X					
Toren, Ornit	Board Member					X	
Weidman, Susan	Board Member	X				X	
Wertheim, Allen	Board Member	X					
NC Quorum: <u>10</u>	Grand Total (including page 2):	<u>12</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9</u>	

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

Treasurer's Signature: <u>Harvey Goldberg</u>	Signer's Signature: <u>Leonard J. Shaffer</u>
Print/Type name: <u>Harvey Goldberg</u>	Print/Type name: <u>Leonard J. Shaffer</u>
Date (mm/dd/yy): <u>5-26-15</u>	Date (mm/dd/yy): <u>5-26-15</u>
<input type="checkbox"/> Contract <input type="checkbox"/> CIP <input type="checkbox"/> Advanced Payment <input type="checkbox"/> Approved <input type="checkbox"/> >\$2,500 <input type="checkbox"/> NPG <input type="checkbox"/> Sponsored Event <input type="checkbox"/> Denied	Staff Initials: _____ 1st Level: _____ 2nd Level: _____ Authorization Code: _____

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

INVOICE



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

Invoice Summary	
Account	1002581
Reference	Invoice 1002581-98
Date	2015-06-01
Due Date	2015-07-01
Total (\$)	40.00
Amount Due (\$)	0.00

Description	Amount (\$)
Pro Bandwidth Usage Max: 0.179 GB	0.00
Service Name: 'tarzana-neighborhood-council' Pro Anno List Max: 2999 Members Service Name: 'tarzana-neighborhood-council'	40.00

PAID IN FULL

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

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



Payment Summary	
Account	1002581
Reference	Invoice 1002581-98
Due Date	2015-07-01
Amount Due (\$)	0.00

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

The Web Corner, Inc.

19509 Ventura Blvd
Tarzana, CA 91356

Invoice

Date	Invoice #
6/1/2015	11730

Bill To
Tarzana Neighborhood Council PO Box 571016 Tarzana, CA 91357

PAID
06/08/2015

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Phone Support and General Web Development	150.00	150.00
Total			\$150.00

BOARD OF PUBLIC WORKS
MEMBERS

KEVIN JAMES
PRESIDENT

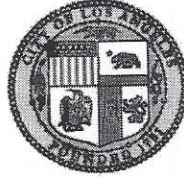
MONICA RODRIGUEZ
VICE PRESIDENT

MATT SZABO
PRESIDENT PRO TEMPORE

MICHAEL R. DAVIS
COMMISSIONER

HEATHER MARIE REPENNING
COMMISSIONER

CITY OF LOS ANGELES
CALIFORNIA



ERIC GARCETTI
MAYOR

DEPARTMENT OF PUBLIC WORKS
BUREAU OF STREET SERVICES

NAZARIO SAUCEDA
DIRECTOR
RON OLIVE, ASST. DIRECTOR
JOSEPH CRUZ, ASST. DIRECTOR
1149 S. BROADWAY, SUITE 400
LOS ANGELES, CA 90015

REQUESTS FOR SERVICE
3-1-1 -or- (800) 996-CITY
Email: BSS.BOSS@lacity.org
TDD: (213) 473-3231
FAX: (213) 473-4150

May 22, 2015

Tarzana Neighborhood Council
P.O. Box 571016
Tarzana, CA 91357
Attention: Harvey Goldberg, Treasurer


**RE: INVOICE FOR TARZANA NEIGHBORHOOD COUNCIL - PUBLIC WORKS
PROJECTS/ADDITIONAL FUNDS**

This letter is being sent to your office as an invoice for work being performed by the Bureau of Street Services for the Tarzana Neighborhood Council - Public Works Projects/Additional Funds. The total amount of this invoice is \$3,982.

Please notify the Department of Neighborhood Empowerment that you approve the \$3,982 amount identified in this invoice and to transfer funds to the Bureau of Street Services Fund No. 100/86, Account No. 003030 (Construction Expense).

If you have any questions regarding this correspondence, please contact Victoria Villa-Agustin of my staff at (213) 847-2815 or victoria.villa-agustin@lacity.org.

Sincerely,


Nazario Saucedo, Director
Bureau of Street Services

NS:JFC:vpv

Department of Neighborhood Empowerment
Funding Request Form



NC NAME: Tarzana NC ADMIN. SERVICES SVCS.
Budget Fiscal Year: 2014-15
Request Date: 26-May-15
Meeting Date: 26-May-15 2015 JUN + A 9:58
Agenda Item: 16

Requestor: Transportation Committee
Vendor: LA BSS
Address: _____
City: _____ State: _____

- Operations Outreach NC Sponsored Event Neighborhood Purpose Grant
 Contract / Lease Board Member Reimbursement Community Improvement Project
 Out of State 1099 Expense One Time Expense Monthly Multiple

Zip Code: _____ Phone: _____
Amount: \$ 3,981.37
of payments 3,982.00 per Harvey

If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description: Approve the inter-departmental transfer of \$3,981.37 to the LA City Bureau of Street Services for the partial cost for repairs on Rosita St between Vanalden and 19169 Rosita St.
HARVEY / ALLEN

Board Member Name	Board Position						
Adjajian, Allen	Board Member						X
Correll, Robin	Board Member	X					
Dori, Reuben	Board Member						X
Flehinger, Max	Executive Secretary						X
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Treasurer	X					
Green, Joyce	Board Member	X					
Greenwood, Sott	Board Member						X
Heissler, Eran	1st Vice President	X					
Hossaini, Sayed	Board Member	X					
Lawder, Paul	Board Member						X
Reich, Ionathon	2nd Vice President	X					
Adjajian, Allen <u>SAFARIAN</u>	Board Member						X
Schwartz, Kenneth	Board Member	X					
Shaffer, Leonard	President	X					
Silverman, Richard	Board Member	X					X
Singh, Sukh	Board Member						
Toren, Omir	Board Member						X
Weidman, Susan <u>WIEDER, ESTACE</u>	Board Member	X					X
Wertincim, Allen	Board Member	X					

NC Quorum: 10

Signature of Requestor: Harvey Goldberg
Signature of Approving Official: Leonard J. Shaffer

Date: 5-26-15

Contract CIP Advanced Payment Approved Denied
 >\$2,500 NPG Sponsored Event

Staff Initials: [Signature]
1st Level: 6/3/15
2nd Level: 6/3/15
Authorization Code: INC-6965

10/15

Office DEPOT OfficeMax

OFFICE DEPOT #3320
18211 Ventura Boulevard
Tarzana, CA 91356
(818) 668-9067

*LAND
USE*

06/15/2015 15.2.4 5:08 PM
STR 3320 REG1 TRN 1292 EMP 465897

Product ID	Description	Total
10061	Impression, BWS	
240 @ 0.11		26.40
	Business Solutions Prc	7.20
	You Pay	7.20SS
10905	Self Serve DS	
4 @ 0.11		8.14
	Business Solutions Prc	1.85
	You Pay	1.85SS
107060	BW SS Letter	
22 @ 0.13		2.86
	Business Solutions Prc	0.55
	You Pay	0.55SS
	Subtotal:	9.60
	Sales Tax:	0.86
	Total:	10.46
	Master:	10.46
SPC CARD# 9728		

*OFFICE
DEPOT
6/15/15*

*COPIES - LAND USE
MISSING RECEIPT
SEE ATTACHED
E-MAIL
FROM DAVID GARFINKEL
COMMITTEE - CHAIR
\$.60*

Harvey Goldberg

From: David R Garfinkle [drgarfinkle@sbcglobal.net]
Sent: Wednesday, July 01, 2015 12:20 PM
To: Harvey Goldberg
Subject: Office Depot Charges

Harvey

On June 17 I made two sets of copies at Office Depot for the TNC meeting. One was for \$10.63, the other for \$.60. I apparently misplaced the receipt for the \$0.60 purchase

David Garfinkle
Chair, TNC Land Use Committee

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2015.0.6037 / Virus Database: 4365/10125 - Release Date: 06/29/15

XP25775815

Kramer, Patricia

Invoice 01-3672056 Line 1,2

Web TimeCard

Client Name: City of Los Angeles D.O.N.E. (009501010048)
 Employee Name: Kramer, Patricia
 Serial Number: XP25775815

Imaged on 6/8/2015

Week Ending: 6/6/2015

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Tue	6/2/2015	8:00 AM	5:00 PM	1:00	8:00	8:00	0:00	0:00
SubTotals					08:00	08:00	00:00	00:00

Submitted By: Patricia Kramer|341248 on 6/3/2015
 Preapproved By: <not available> on <not available>
 Approved By: LEONARD SHAFFER|122196 on 6/3/2015
 Processed By: lgarcia on 6/8/2015



Verified Timecard List

Wednesday, June 03, 2015 8:42 PM

Client Name: City of Los Angeles D.O.N.E.
 Name: Kramer, Patricia
 SSN: *****9785

Timecard Id: 4116362
 Week Ending: 6/6/2015 12:00:00 AM
 Serial: XP25775815

	Date	Time In	Time Out	Lunch	Total Reg	Total O.T	Total Double
SUN							
MON							
TUE	6/2/2015	8:00 AM	5:00 PM	1 hr 0 min	8 hr 0 min		
WED							
THUR							
FRI							
SAT							
Verified by: LEONARD SHAFFER 122196					8 hr 0min	0 hr 0 min	0 hr 0 min

Total No. of TimeCards: 1

Handwritten note:
 will send invoice on Friday



AppleOne

AppleOne Employment Services
P.O. Box 29048
Glendale CA 91209-9048
Tel: 818-240-8688
Email: specialbillingvms@ain1.com
TIN: 95-2580864

CITY OF LOS ANGELES

Attn: Jeff Brill
TARZANA NC
P.O. BOX 571016
TARZANA, CA 91357

Invoice

Customer No: 00950101
Site No: 0048
Period Ending: May 2015
Invoice Date: 05/31/2015
Invoice No: S3003186
Amount Due: \$189.12
Payment Term: NET 30 DAYS

Supervisor	Name	Weekend	Inv Date	Ref Inv No	Reg Hr	Reg Rate	OT Hr	OT Rate	DT Hr	DT Rate	Misc Hr	Misc Rate	ACA Hr	ACA Rate	Tax	Amount
	KRAMER, PATRIGIA	05/09/2015	05/13/2015	01-3643033	8.00	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	0	8.00	\$0.54	\$0.00	\$189.12

Grand Total Invoice Amount

\$189.12

Please remit payment to: AppleOne Employment Services

P.O. Box 29048
Glendale, CA 91209-9048

AppleOne member

PAID 6/17/15

Invoice 01-3643033 Line 1.2 Kramer, Patricia X089716815

Web TimeCard

Client Name: City of Los Angeles D.O.N.E. (009501010048)
 Employee Name: Kramer, Patricia
 Serial Number: X089716815

Imaged on 5/12/2015

Week Ending: 5/9/2015

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Mon	5/4/2015	8:00 AM	5:00 PM	1:00	8:00	8:00	0:00	0:00

SubTotals 08:00 08:00 00:00 00:00

Submitted By: Patricia Kramer | 341248 on 5/5/2015
 Preapproved By: <not available> on <not available>
 Approved By: LEONARD SHAFFER | 122196 on 5/8/2015
 Processed By: Jgarcia on 5/11/2015

OFFSIDE 2

Sports Apparel
Embroidery • Silkscreening

19885 Ventura Blvd • Tarzana, CA 91356
818 708-2333 • FAX 818 708-0013

Customer's Order No.

Phone No.

Date

6/15/15

Sold To

Tarzana Neighborhood Council

Address

City

Sold By

Cash

C.O.D.

Charge

On Acct.

Mod. Acct.

Paid Out

Qty

Description

Price

Amount

125

T-S w/ Print

7.20

900.00

55

4.35

239.25

Subtotal

1139.25

[Signature]
6/19/15

Rec'd.
By

Tax

102.53

Total

1241.78

3407447-141289

6417

Thank You

**Department of Neighborhood Empowerment
Funding Request Form**



NC NAME: Tarzana NC
 Budget Fiscal Year: 2014-15
 Request Date: 6/17/2015
 Meeting Date: 6/01/2015
 Agenda Item: 4

Requestor: HARVEY GOLDBERG
 Vendor: SUPPORT LAW ENFORCEMENT OUT WEST
 Address: 17547 VENTURA BLVD #201
 City: ENCINO State: CA
 Zip Code: 91316 Phone: 818-877-2227
 Amount: \$ 3500
 # of payments: 1

- Operations Outreach NC Sponsored Event Neighborhood Purpose Grant
 Contract / Lease Board Member Reimbursement Community Improvement Project
 Out of State 1099 Expense One Time Expense Monthly Multiple

If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description: TNC approves granting an NPG to Support Law Enforcement Out West, Inc dba West Valley BOOSTERS in the amount of \$3500.00 for the purpose purchasing certain items for the West Valley LAPD Community Relations Division. The funds to come from Unallocated.

Vote Count
 Required Board member must leave the room prior to any discussion and may not return until the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Excused	Absent	Ineligible
Adjanian, Allen	Board Member						
Correll, Robin	Board Member	X					
Dori, Reuben	Board Member	X					
Flehtinger, Max	Executive Secretary	X					
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Treasurer	X					
Green, Joyce	Board Member	X					
Greenwood, Scott	Board Member						
Heissler, Eran	1st Vice President	X					
Hossaini, Sayed	Board Member						
Lawler, Paul	Board Member						
Reich, Jonathon	2nd Vice President						
Safarian, Linda	Board Member	X					
Schwartz, Kenneth	Board Member	X					
Shaffer, Leonard	President	X					
Silverman, Richard	Board Member						
Singh, Sukh	Board Member	X					
Toren, Ornit	Board Member						
Weidman, Susan	Board Member	X					
Wertheim, Allen	Board Member	X					
NC Quorum: <u>10</u>	Quorum Total (in Attendance): <u>10</u>						

At the meeting held on the date above, the following Board members were present and participated in the discussion and voting on this request:

Requester's Signature: Harvey Goldberg
 Treasurer's Signature: Leonard J. Shaffer
 Date (mm/dd/yyyy): 06/17/15
 Contract CIP Advanced Payment Approved
 >\$7,500 NPG Sponsored Event Denied
 Staff Initials: [Signature]
 1st Level: [Signature]
 2nd Level: [Signature]
 Authorization Code: TNC-7466

Revised 1-26-15

MOTION: HARVEY 2ND ERAN BY Ø Ø Case # 7466

World's Greatest Promotional Stuff
 19353 Ventura Blvd. Tarzana, CA 91356
 818-705-8121 f/818-705-0441

Invoice

Date	Invoice No.
6-19-15	19408

Bill To:
TARZANA NEIGHBORHOOD COUNCIL ATT: ESTHER

Ship To:

P.O. Number	Terr is	Rep	Ship Date	Ship Via	FOB	Project
			ASAP!	PICK-UP		

Item	Description	Quantity	Price Each	Amount
TOTE BAGS	GROCERY TOTE W/ CUSTOM LOGO	1,000	1.29	1,290.00
SET-UP	SET-UP FOR TOTE	1	45.00	45.00
TABLE COVER	CUSTOM 6' TABLE CLOTH W LOGO	1	139.00	139.00
SHIPPING			50.00	50.00
	SALES T/X 9%		137.16	137.16
Total				\$1,661.16

*PAID
6/30/15*

Your order is so greatly appreciated!



**TARZANA
NEIGHBORHOOD
COUNCIL**

www.tarzananc.org

Department of Neighborhood Empowerment Funding Request Form



NC NAME: Tarzana NC
 Budget Fiscal Year: 2014-15
 Request Date: 26-May-15
 Meeting Date: 26-May-15
 Agenda Item: 10

Requestor: Outreach Committee
 Vendor: World's Greatest Promotional Stuff *OR*
 Address: SIMILAR
 City: _____ State: _____
 Zip Code: _____ Phone: _____
 Amount: \$ NTE \$1,675.00
 # of payments: _____

- Operations Outreach NC Sponsored Event Neighborhood Purpose Grant
 Contract / Lease Board Member Reimbursement Community Improvement Project
 Out of State 1099 Expense One Time Expense Monthly Multiple

If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description Approve the request from the TNC the Outreach Committee to purchase 1,000 grocery tote bags with the TNC logo for distribution to the community at various events to promote the TNC and its web site and phone number and to purchase a table cover with the TNC name/logo to be used to cover our table when it is used at events; and to further approve increasing the budget for promo items by \$710.00

Vote Count

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

Board Member Name	Board Position	Yes	No	Abstain	Recused	Absent	Ineligible
Adjajian, Allen	Board Member					X	
Correll, Robin	Board Member	X					
Dori, Reuben	Board Member					X	
Flehinger, Max	Executive Secretary					X	
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Treasurer	X					
Green, Joyce	Board Member	X					
Greenwood, Sott	Board Member					X	
Heissler, Eran	1st Vice President	X					
Hossaini, Sayed	Board Member	X					
Lawler, Paul	Board Member					X	
Reich, Jonathon	2nd Vice President	X					
Safarian, Linda	Board Member					X	
Schwartz, Kenneth	Board Member	X					
Shaffer, Leonard	President	X					
Silverman, Richard	Board Member					X	
Singh, Sukh	Board Member	X					
Toren, Ornit	Board Member	X				X	
Weidman, Susan	Board Member	X				X	
Wertheim, Allen	Board Member	X					
NC Quorum: <u>10</u>	Grand Total (including page 2):	<u>12</u>	<u>0</u>	<u>0</u>		<u>4</u>	

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically; i.e. no additional Cash Request Form is required.

Treasurer's Signature: Harvey Goldberg Signer's Signature: Leonard J. Shaffer
 Print/Type name: Harvey Goldberg Print/Type name: Leonard J. Shaffer
 Date (mm/dd/yy): 5-26-15 Date (mm/dd/yy): 5-26-15

Contract CIP Advanced Payment Approved Staff Initials: _____ 1st Level: _____ Authorization Code: _____
 >\$2,500 NPG Sponsored Event Denied 2nd Level: _____

Harvey Goldberg

From: Harvey Goldberg [harveygoldberg@sbcglobal.net]
Sent: Thursday, June 25, 2015 5:39 PM
To: 'Kathleen Quinn'
Cc: 'Leonard shaffer'; 'Armando Ruiz'; 'Howard M. Katchen'; 'Thomas Soong'
Subject: Tarzana NC Year End Contribution to Congress/Budget Advocates

Kathleen,

The current balance in the Tarzana NC checking account is \$6,460.21. There are two checks pending issuance from Union Bank (\$1,381.18 and \$1,661.16). After these checks are issued the yearend balance will be \$3,417.87.

As you are aware the TNC Board has authorized that up to \$6,000 remaining in our account is to be split 2/3 to the Congress and 1/3 to the Budget Advocates. You have that resolution in your possession.

Therefore, based on this email you are authorized to make payment for the Congress in the amount of \$2,278.58 and \$1,139.29 to the Budget Advocates, for a total of \$3,417.87.

The above transactions will bring our checking account balance to \$-0- as of June 30, 2015.

If you have any questions please contact me.

Thank you.

Harvey Goldberg
818-343-8270
Cell 818-903-3600



More than fast. More than signs.™

FASTSIGNS TARZANA

19229 Ventura Blvd.
Tarzana, CA 91356
Phone (818) 776-0107
Fax (818) 776-0110
Email: 548@fastsigns.com

Invoice:

Page 1 of 1
548- 21297

Customer: **Tarzana Neighborhood Council**
Contact: Ron Heissler
Description: NK: Tarzana Welcome Sign
Sales Person: Neal Kanoff
Clerk: Neal Kanoff

ph: (818) 266-9918

Email: ron@heissler18.com

	Product	Qty	Sides	H x W	Unit Cost	Item Total
1	DiBond 3mm Color: White Description: DiBond 3mm with cut or printed vinyl applied. Text: Main sign (includes top sign and first row of smaller section where Tarzana Community Center is now located)	* 1	1	88 x 70	\$644.00	\$644.00
2	Install Description: Installation In-house Personnel Text: Installation	* 3.5	1	1 x 1	\$57.14	\$200.00
3	SUB-Miscellaneous Description: Subcontract Miscellaneous Text: Sand and paint entire sign including pole. Color TBD.	* 1	1	1 x 1	\$439.65	\$439.65

PAID
UPS

Other Payments:

Form of Payment / Amount / Initials

Shipping Notes:

Ordered: 6/23/2015 4:42:49PM
Due: 6/25/2015 4:30:00PM
Printed: 6/23/2015 4:43:44PM

Notes:

Line Item Total:	\$1,283.65
Tax Exempt Amt:	\$200.00
Subtotal:	\$1,283.65
Taxes:	\$97.53
Total:	\$1,381.18
Total Payments:	\$0.00
Balance Due:	\$1,381.18

ATTN: Ron Heissler
Tarzana Neighborhood Council
PO Box 571016
Tarzana, CA 91356

Payment due upon completion of order.

Received/Accepted By:

/ /

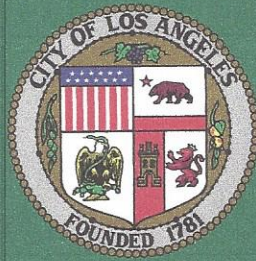
More than fast. More than signs.™

6/10/15



**TARZANA
NEIGHBORHOOD
COUNCIL**

**WELCOMES YOU
TO TARZANA**



Department of Neighborhood Empowerment

Board Vote on Funding Request

NC NAME:

Tarzana NC

Budget Fiscal Year:

2014 - 15

Meeting Date:

2/24/2015

Vendor:

Amount:

Recurrence: One Time Expense Monthly

Multiple (enter # payments)

Description: Resolved: based on the recommendation of the TNC Budget Committee the TNC approves approve an increase in the cost of the Tarzana Welcome Sign to NTE \$1,700 from the current \$600, an increase of \$1,100. To be classified Outreach, Advertising, Tarzana Welcome Sign.

Vote Count

*Recused Boardmember must leave the room prior to discussion and vote of agenda item.

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
1 Adjarian, Allen	Board Member					X	
2 Correll, Robin	Board Member					X	
3 Dori, Reuben	Board Member					X	
4 Fiehringer, Max	Executive Secretary	X					
5 Gartinkle, David	Board Member	X					
6 Goldberg, Harvey	Treasurer	X					
7 Greens, Joyce	Board Member	X					
8 Greenwood, Scott	Board Member					X	
9 Heissier, Eran	1st VP	X					
10 Hussaini, Syed	Board Member					X	
11 Lawler, Paul	Board Member	X					
12 Reich, Jonathan	2nd VP	X					
13 Safarian, Linda	Board Member	X					
14 Schwartz, Kenneth	Board Member	X					
15 Shaffer, Leonard	President	X					
16 Silverman, Richard	Board Member	X					
17 Singh, Sukh	Board Member	X				X	
18 Toren, Omir	Board Member						
19 Weidman, Susan	Board Member	X					
20 Wertheim, Allan	Board Member	X					
21 Wieder, Esther	Board Member	X					
23							
24							
25							
TOTALS		15	0	0		6	

NEIGHBORHOOD COUNCIL CERTIFICATION

We, Harvey Goldberg (Treasurer Name) and Leonard Shaffer (Signer Name), declare that we are the Treasurer and Signer, respectively of the Tarzana Neighborhood Council (NC) and that on 2/24/15 (date adopted), a Board Act noticed public meeting was held by the Tarzana NC with a quorum of 15 (number) board members present and that by a vote of 15 (number) yes, 0 (number) no, and 0 (number) abstentions the Tarzana NC approved the above indicated Expenditure Request and Authorization Form.

Treasurer Signature:	Signer's Signature:
Print Name: Harvey Goldberg	Print Name: Leonard Shaffer
Date: 2/24/2015	Date: 2/24/2015
NC Additional Comments: Motion by HARVEY	Second by ERAN

Department of Neighborhood Empowerment

Board Vote on Funding Request

NC NAME: Tarzana NC

Budget Fiscal Year: 2014 - 15

Meeting Date: 12-9-14

Agenda Item: 10 A



Vendor: _____

Amount: _____

Recurrence: One Time Expense Multiple (enter # payments)
 Monthly

Description: Amend to spend NTE \$600 FOR REPLENISHMENT WELCOME SIGN **TARZANA SIGN**

Vote Count
 *Recused Boardmember must leave the room prior to discussion and vote of agenda item.

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
1 Adjamian, Allen	Board Member						
2 Correll, Robin	Board Member						
3 Dori, Reuben	Board Member	X					
4 Flehinger, Max	Executive Secretary	X					
5 Garfinkle, David	Board Member	X					
6 Goldberg, Harvey	Treasurer						
7 Greene, Joyce	Board Member						
8 Greenwood, Scott	Board Member						
9 Heissler, Eran	1st VP	X					
10 Holden, Warren	Board Member	X					
11 Hussaini, Syed	Board Member						
Lawler, Paul	Board Member						
13 Reich, Jonathan	2nd VP	X					
14 Safarian, Linda	Board Member						
15 Schwartz, Kenneth	Board Member						
16 Shaffer, Leonard	President	X					
17 Silverman, Richard	Board Member	X					
18 Singh, Sukh	Board Member	X					
19 Toren, Ornit	Board Member						
20 Wertheim, Allan	Board Member	X					
21 Wieder, Esther	Board Member	X					
22							
23							
24							
25							
TOTALS		11	0	0		10	

NEIGHBORHOOD COUNCIL CERTIFICATION

We, Harvey Goldberg (Treasurer Name) and Leonard Shaffer (Signer Name), declare that we are the Treasurer and Signer, respectively of the Tarzana Neighborhood Council (NC) and that on 12-9-14 (date adopted), 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 11 (number) yes, 0 (number) no, and 0 (number) abstentions the Tarzana NC approved the above indicated Expenditure Request and Authorization Form.

Treasurer Signature	<u>Harvey Goldberg</u>	Signer's Signature	<u>Leonard Shaffer</u>
Print Name	Harvey Goldberg	Print Name	Leonard Shaffer
Date	<u>12-26-14</u>	Date	<u>12-9-14</u>
NC Additional Comments	<u>Jon / David</u>		

Harvey Goldberg

From: Kathleen Quinn [kathleen.quinn@lacity.org]
Sent: Monday, June 15, 2015 3:21 PM
To: Harvey goldberg
Cc: Leonard Shaffer; Betty Wong Oyama; Armando Ruiz; Claude Gonzales; Amber Meshack
Subject: Re: Error in Transfer to Checking Account Case#7123

Hello Harvey,

We were able to locate the e-mail authorizing this transfer out of the previous fiscal years' funds. Unfortunately, due to the timing of the Fiscal Year-end, we are unable to credit that amount into this current fiscal years funds. Instead, a transfer of \$189.74 will be made into next fiscal years funds to compensate for this issue.

If you need to refer to this issue at anytime, please feel free to refer to the Case# in the subject line.

Have a wonderful day and feel free to contact me if you have any other issues.

On Mon, Jun 15, 2015 at 9:26 AM, Harvey goldberg <harveygoldberg@sbcglobal.net> wrote:
Thanks

Harvey
Sent from my iPhone

On Jun 15, 2015, at 8:09 AM, Kathleen Quinn <kathleen.quinn@lacity.org> wrote:

Hello Harvey,

I'll be following up with Armando today. Thank you for following-up.

On Sun, Jun 14, 2015 at 3:47 PM, Harvey Goldberg <harveygoldberg@sbcglobal.net> wrote:

Kathleen/Man-Qin,

Please advise as to the status...time is getting short to resolve this.

Harvey Goldberg

818-343-8270

Cell 818-903-3600

From: Kathleen Quinn [mailto:kathleen.quinn@lacity.org]
Sent: Monday, June 08, 2015 4:18 PM