

Monthly Expenditure Report



Reporting Month: April 2020

Budget Fiscal Year: 2019-2020

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$39893.16	\$542.80	\$39350.36	\$0.00	\$0.00	\$39350.36

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$48022.27	\$352.80	\$39350.36	\$0.00	\$39350.36
Outreach		\$190.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$1250.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$9379.11	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	NET ATLANTIC INC	04/04/2020	Mailing List Maintenance	General Operations Expenditure	Outreach	\$40.00
2	THE WEB CORNER, INC	04/08/2020	Web site maintenance April 2020	General Operations Expenditure	Outreach	\$150.00
3	APPLEONE EMPLOYMENT SV	04/17/2020	February 2020 Board minutes	General Operations Expenditure	Office	\$184.80
4	USPS PO BOXES ONLINE	04/24/2020	PO Box Rental 4-30-2020 to 4-30-2021	General Operations Expenditure	Office	\$168.00
Subtotal:						\$542.80

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

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 1002581-156
Date	2020-04-01
Due Date	2020-05-01
Total (\$)	40.00
Amount Due (\$)	0.00

PAID IN FULL

<u>Description</u>	<u>Amount (\$)</u>
Pro Bandwidth Usage Max: 0.015 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 2270 Members Service Name: 'tarzana-neighborhood-council'	40.00

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

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



Payment Summary	
Account	1002581
Reference	Invoice 1002581-156
Due Date	2020-05-01
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 #
4/1/2020	20120

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

PAID
04/08/2020

P.O. No.	Terms	Project
	Due on Receipt	

Quantity	Description	Rate	Amount
1	Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	150.00	150.00
0	Monthly Hosting for tarzananc.org	15.00	0.00
0	Email Archiving:	3.00	0.00
1	Accounts l.shaffer@tarzananc.org (included in maintenance)		

Please remit payment at your earliest convenience. Thank you for your business!	Total	\$150.00
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City of LA - DONE -TARZANA NC

Invoice

Accounts Payable

AppleOne
 AppleOne Employment
 P.O. Box 29048
 Glendale CA 91209-9048
 Tel: 818-240-8688
 Email:

Los Angeles, CA 90012

Customer 00950101
 Site No: 0048
 Period 03/14/2020
 Invoice No: S8245608
 Amount Due: \$184.80
 Payment UPON RECEIPT

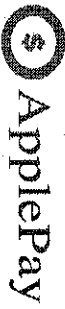
TIN 95-2580864

Contract #	Requestor	Location	Name	Weekend	Invoice Date	Reg Hrs	Reg Rate	OT Hrs	OT Rate	Misc Hrs	Misc Rate	Amount
C-132956	Len Shaffer	Tarzana Nc	Kramer, Patricia	03/14/2020	03/18/2020	8.00	\$23.10	0.00	\$0.00	0.00	\$0.00	\$184.80
Sub Total For:						8.00		0.00		0.00		\$184.80

Grand Total Invoice Amount: 8.00 0.00 0.00 \$184.80

Please remit payment to:
 Appleone Employment Services
 P.O. Box 29048
 Glendale, CA 91209-9048

You can now pay electronically through



Visit www.ApplePay.com or Call (866)898-7152 for details

FEB 24 8:00 MINUTES

TWC APPLEONE S8245608



Invoice	S8245608	Line 1	82930	XI53362520
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Web TimeCard

Imaged on 3/17/2020

Client Name: City of LA - DONE- TARZANA NC (009501010048)
 Employee Name: Kramer, Patricia
 Serial Number: XI53362520

Week Ending: 3/14/2020

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Fri	3/13/2020	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|patkramerwrites@aol.com on 3/16/2020
 Preapproved By: <not available> on <not available>
 Approved By: mbeeson on 3/17/2020
 Processed By: mbeeson on 3/17/2020

Your PO Box fee is due by the LAST DAY OF THIS MONTH.

Your PO Box will be closed if the fee is not paid by the due date. If the fee is not paid within 10 days after the due date, a late payment charge will apply. You may make payment by any of the convenient options noted on the inside top portion of this envelope.

Make checks or money orders payable to "U.S. Postal Service." If the bank returns your check, or if payment is not received by the due date, your PO Box service will be suspended until all associated charges are paid.

Please disregard this notice if payment has been made.

Thank you.

Post Office Box Service Fee L...

Annual
 Semiannual
\$ 168.00
Amount

Box Number

Box #571016

TARZANA NEIGHBORHOOD COUNCIL

6 Months: \$94.00 12 Months: \$168.00

Due Date: 04/30/2020

91357

TMC USPS 4-30-2020

PO Boxes

[Find & Reserve a PO Box \(/findBox.html\)](/findBox.html)

[Manage PO Box \(/manageAccount.html\)](/manageAccount.html)

[Get Support \(https://faq.usps.com/s/article/PO-Box-The-Basics#refund\)](https://faq.usps.com/s/article/PO-Box-The-Basics#refund)

[Home \(https://www.usps.com\)](https://www.usps.com) » [Track & Manage \(https://www.usps.com/manage/welcome.htm\)](https://www.usps.com/manage/welcome.htm)

» [PO Boxes \(https://www.usps.com/manage/po-boxes.htm\)](https://www.usps.com/manage/po-boxes.htm)

» [Manage PO Box \(/manageAccount.html\)](/manageAccount.html)

Payment Successful

Your payment was successful.

Feedback

Payment Received - PO Box™ 571016

DATE **04.24.2020**

PAYMENT PERIOD

TRANSACTION:

CARD

AMOUNT **\$168.00**

12 Months

91001734568



**** * 5734

PO Box Details

PO BOX LOCATION

Tarzana — Post Office™

5609 Yolanda Ave,
Tarzana, CA 91356
Phone: (818)
345-6850

PO BOX SIZE



Size
2-S
5" x
5.5"

PAYMENT PERIOD

12 Months
\$168.00

AUTO RENEWAL

ON

NEXT PAYMENT DUE

04.30.2021

Manage PO Box ([./manageAccount.html](/manageAccount.html))

Feedback

Leonard Shaffer

From: donotreply@usps.com
Sent: Friday, April 24, 2020 12:05 PM
To: lenjs@earthlink.net
Subject: USPS - PO Box Payment Received, Thank You



Hello LEONARD SHAFFER,

Thank you for your payment to the USPS in the amount of \$168.00 for the PO Box listed below. This payment has been applied to your account and your credit or debit card has been charged.

Transaction number:	91001734568998
Payment amount:	\$168.00
Payment period:	12 months
Payment method:	MASTERCARD credit-card
Next payment due:	04/30/2021
PO Box number:	571016
Post Office location:	5609 YOLANDA AVE TARZANA, CA 91356-9998

Take the stress out of remembering to make your next payment by signing up for our Automatic Renewal payment program. It's free, it's fast, and it's easy! Sign in at usps.com/poboxes and go to the Manage Your Account page. Then, click on Setup Auto Renewal under Next Payment Due. Be sure to review the Terms and Conditions governing automatic payments when you select this option.

Thank you for choosing the United States Postal Service®. We appreciate your business.

Please do not respond to this system-generated email.

If you need assistance with PO Boxes Online, please visit [USPS Help](#) or [Contact Us](#).