

**Motions from TNC Budget Committee  
For January 27, 2015 Board Meeting**

Listed by Board Agenda Item

Items 6, 7. Resolved that based on the recommendation of the TNC Budget Committee the TNC approve the following Financial Statements and monthly reports for DONE.

Financial Statement as of December 31, 2014

Monthly Report for DONE December 2014

Item 8. Resolved that based on the recommendation of the TNC Budget Committee the TNC approve the reversal to Unallocated of the following previously budgeted and unexpended expenses as further detailed on the attached schedule: Outreach \$202.76 and Community Improvements Projects \$21.99 for a total of \$224.75.

Item 9. Resolved that based on the recommendation of the TNC Budget Committee the TNC approve the following Outreach, Events, Earth Day expenses (as further detailed on the attached schedule) of \$3,120 and reverse previously budgeted Outreach, Events Earth Day expenses of \$3,526 with the difference returned to Unallocated and increase the budget for NPG's-WH-Tarzana COC Foundation by \$250, from Unallocated, to \$1,500 for grants to six public schools participating in Earth Day.

Tarzana NC  
 Excess Budgeted Expenses to be Reversed  
 As of December 31, 2014

<u>Item</u>	<u>Budget</u>	<u>Actual</u> <u>Expenses</u>	<u>Amount to</u> <u>be Reversed</u>
<b>Outreach</b>			
Advertising, Brochures	\$ 200.00	\$ 179.85	\$ 20.15
Advertising, Safety Vest Logo's	\$ 125.00	\$ 86.00	\$ 39.00
Advertising, T-Shirts Rec Center	\$ 1,180.00	\$ 1,175.63	\$ 4.37
Events, Movies in the Park	\$ 750.00	\$ 613.19	\$ 136.81
Events, National Night Out	\$ 300.00	\$ 297.57	\$ 2.43
<b>Subtotal Outreach</b>	<u>\$ 2,555.00</u>	<u>\$ 2,352.24</u>	<u>\$ 202.76</u>
<b>Community Improvement</b>			
Repair Benches in Child Garden- TCCC	\$ 200.00	\$ 178.01	\$ 21.99
			\$ -
<b>Total</b>	<u>\$ 2,755.00</u>	<u>\$ 2,530.25</u>	<u>\$ 224.75</u>

Tarzana NC  
Community Projects/NPG Funding  
Since Inception  
As of December 31, 2014

Paid in Fiscal Year Ending June 30

Projects by Organization	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Subtotal paid to date	Approved-not yet paid	Total
<b>Tarzana Community Center</b>															
Handicapped Improvements	\$ 2,764.62	\$ 11,806.20	\$ 429.18										\$ 15,000.00		\$ 15,000.00
Roof		\$ 3,020.00	\$ 480.00										\$ 3,500.00		\$ 3,500.00
Replacement Windows			\$ 1,874.50										\$ 1,874.50		\$ 1,874.50
Entertainment Center			\$ 13,274.27										\$ 13,274.27		\$ 13,274.27
Landscaping			\$ 2,211.00										\$ 2,211.00		\$ 2,211.00
UV Window Film				\$ 2,211.00		\$ 1,730.00							\$ 1,730.00		\$ 1,730.00
NPG Emergency Prep. Container								\$ 6,804.98	\$ 5,000.00				\$ 6,804.98		\$ 6,804.98
Outdoor Lighting													\$ 5,000.00		\$ 5,000.00
NPG Emergency Prepared Equip										\$ 607.07			\$ 607.07		\$ 607.07
Outdoor Drainage Repair										\$ 5,000.00			\$ 5,000.00		\$ 5,000.00
Benches Herb Garden-Eagle															
Scout												\$ 178.01	\$ 178.01		\$ 178.01
Subtotal	\$ 2,764.62	\$ 14,826.20	\$ 2,783.68	\$ 15,485.27	\$ -	\$ 1,730.00	\$ -	\$ 6,804.98	\$ 5,000.00	\$ 5,607.07	\$ -	\$ 178.01	\$ 55,179.83	\$ -	\$ 55,179.83
<b>Tarzana Library</b>															
Childrens Books	\$ 2,500.59	\$ 998.24											\$ 3,498.83		\$ 3,498.83
DVD's	\$ 750.00	\$ 1,733.21											\$ 2,483.21		\$ 2,483.21
DVD's		\$ 2,951.10	\$ 44.98										\$ 2,996.08		\$ 2,996.08
Tablet/CD Cases						\$ 1,474.99							\$ 1,474.99		\$ 1,474.99
Security Cases						\$ 648.67							\$ 648.67		\$ 648.67
Subtotal	\$ 2,500.59	\$ 1,748.24	\$ 4,684.31	\$ 44.98	\$ -	\$ 2,123.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,101.78	\$ -	\$ 11,101.78
<b>SOCES</b>															
Garden Project 5th Grade	\$ 322.70												\$ 322.70		\$ 322.70
Benches					\$ 3,000.00								\$ 3,000.00		\$ 3,000.00
Music cabinets				\$ 2,500.00									\$ 2,500.00		\$ 2,500.00
Benches for Safe Zone						\$ 2,999.33							\$ 2,999.33		\$ 2,999.33
Subtotal	\$ 322.70	\$ -	\$ -	\$ 2,500.00	\$ 3,000.00	\$ -	\$ 2,999.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,822.03	\$ -	\$ 8,822.03
<b>Tarzana Ei</b>															
Misc administrative supplies	\$ 2,479.87												\$ 2,479.87		\$ 2,479.87
Musical Instruments				\$ 1,500.00									\$ 1,500.00		\$ 1,500.00
NPG Gym Equipment							\$ 5,000.00						\$ 5,000.00		\$ 5,000.00
NPG Physical Ed Program								\$ 5,000.00					\$ 5,000.00		\$ 5,000.00
NPG Physical Ed Program(2/12)									\$ 4,000.00				\$ 4,000.00		\$ 4,000.00
NPG Physical Ed Program									\$ 3,200.00				\$ 3,200.00		\$ 3,200.00
NPG Physical Ed Program									\$ 4,000.00		\$ 4,000.00		\$ 4,000.00		\$ 4,000.00
Subtotal	\$ 2,479.87	\$ -	\$ -	\$ 1,500.00	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 3,200.00	\$ 4,000.00	\$ -	\$ 25,179.87	\$ -	\$ 25,179.87
<b>Portola Middle</b>															
Young Reader Program	\$ 100.00	\$ 1,399.93											\$ 1,499.93		\$ 1,499.93
Equipment/book carts		\$ 1,768.84	\$ (82.93)	\$ (123.44)									\$ 1,562.47		\$ 1,562.47
Shelves			\$ 4,000.00										\$ 4,000.00		\$ 4,000.00
Musical Instruments				\$ 1,851.08									\$ 1,851.08		\$ 1,851.08
Smart Music Program						\$ 2,019.97							\$ 2,019.97		\$ 2,019.97
Subtotal	\$ 100.00	\$ 3,168.77	\$ 3,917.07	\$ 1,727.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,933.45	\$ -	\$ 10,933.45
<b>General</b>															
Neighborhood Watch Signs		\$ 614.28											\$ 614.28		\$ 614.28
Tarzana Welcome Sign			\$ 218.67										\$ 218.67	\$ 600.00	\$ 818.67
Median- Design						\$ -	\$ 8,060.44						\$ 8,060.44		\$ 8,060.44
Million Trees LA								\$ 50,000.00					\$ 50,000.00		\$ 50,000.00
Benches								\$ 25,000.00					\$ 25,000.00		\$ 25,000.00

Tarzana NC  
Community Projects/NPG Funding  
Since Inception  
As of December 31, 2014

Paid in Fiscal Year Ending June 30

Projects by Organization	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Subtotal paid to date	Approved not yet paid	Total
<b>Projects by Organization</b>															
Benches (3/11)								\$ 4,350.00					\$ 4,350.00		\$ 4,350.00
Million Trees LA (3/11)								\$ 10,000.00					\$ 10,000.00		\$ 10,000.00
Public Works Projects (3/11)								\$ 10,000.00					\$ 10,000.00		\$ 10,000.00
Banners (3/11)								\$ 10,009.76				\$ 720.00	\$ 10,729.76		\$ 10,729.76
Mecca Park Sign (4/12)									\$ 1,346.25				\$ 1,346.25		\$ 1,346.25
Stage Lights Theatre of Will													\$ 1,250.00		\$ 1,250.00
<b>Subtotal</b>	\$ -	\$ 614.28	\$ 218.67	\$ -	\$ -	\$ -	\$ 8,060.44	\$ 109,359.76	\$ 1,346.25	\$ -	\$ -	\$ 720.00	\$ 120,319.40	\$ 1,850.00	\$ 122,169.40
<b>Wilbur School</b>													\$ 3,000.00		\$ 3,000.00
<b>Wilbur School</b>													\$ 3,000.00		\$ 3,000.00
<b>Tarzana Rec Center</b>													\$ 3,756.55		\$ 3,756.55
Trophies & Uniforms			\$ 3,756.55										\$ 3,756.55		\$ 3,756.55
Sound System				\$ 2,579.96									\$ 2,579.96		\$ 2,579.96
Drapes			\$ 1,232.65	\$ 1,232.65									\$ 2,465.30		\$ 2,465.30
Carnival Games						\$ 642.52							\$ 642.52		\$ 642.52
Carnival Games (3/12)								\$ 325.61					\$ 325.61		\$ 325.61
T-Shirts-Camp									\$ 325.61				\$ 325.61		\$ 325.61
<b>Subtotal</b>	\$ -	\$ -	\$ 3,756.55	\$ 3,812.61	\$ 1,232.65	\$ 642.52	\$ -	\$ -	\$ 325.61	\$ -	\$ 2,657.80	\$ 1,175.63	\$ 13,603.37	\$ -	\$ 13,603.37
<b>Nestle Ave School</b>													\$ 1,600.00		\$ 1,600.00
Counselor 2007/8 School Year					\$ 1,600.00								\$ 1,600.00		\$ 1,600.00
Laminating Machine					\$ 1,447.56								\$ 1,447.56		\$ 1,447.56
Computers							\$ 1,353.47						\$ 1,353.47		\$ 1,353.47
Duplicator								\$ 2,500.00					\$ 2,500.00		\$ 2,500.00
Music Program (3/12)								\$ 1,500.00					\$ 1,500.00		\$ 1,500.00
<b>Subtotal</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,600.00	\$ 1,447.56	\$ 1,353.47	\$ 2,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 8,401.03	\$ -	\$ 8,401.03
<b>Vanalden EI</b>													\$ 2,130.00		\$ 2,130.00
Art Project			\$ 2,130.00										\$ 2,130.00		\$ 2,130.00
Marquee						\$ 2,000.00							\$ 2,000.00		\$ 2,000.00
<b>Subtotal</b>	\$ -	\$ -	\$ 2,130.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,130.00	\$ -	\$ 4,130.00
<b>LAFD #93</b>													\$ 3,555.06		\$ 3,555.06
Computer & Cameras				\$ 578.03	\$ 2,977.03								\$ 3,555.06		\$ 3,555.06
<b>LAPD-West Valley</b>													\$ 412.97		\$ 412.97
Digital Cameras				\$ 412.97									\$ 412.97		\$ 412.97
S/O Bike							\$ 1,809.78						\$ 1,809.78		\$ 1,809.78
PALS Computer (3/11)								\$ 500.00					\$ 500.00		\$ 500.00
Assorted Supplies										\$ 2,489.22			\$ 2,489.22		\$ 2,489.22
<b>Subtotal</b>	\$ -	\$ -	\$ -	\$ 412.97	\$ -	\$ -	\$ 1,809.78	\$ 500.00	\$ -	\$ -	\$ 2,489.22	\$ -	\$ 5,211.97	\$ -	\$ 5,211.97
<b>Total</b>	\$ 8,167.78	\$ 23,957.49	\$ 17,490.28	\$ 26,061.50	\$ 8,609.68	\$ 9,963.71	\$ 19,223.02	\$ 124,164.74	\$ 12,171.86	\$ 8,807.07	\$ 9,147.02	\$ 2,073.64	\$ 269,437.79	\$ 1,850.00	\$ 271,287.79

**Proposed 2015 Budget for 4rth Annual Earth Day Celebration, Poster Contest & Poster Contest Award Ceremony**

	<u>2014 Total</u>	<u>Budget for</u>
	<u>Cost</u>	<u>2015</u>
<u>Outreach Events</u>		
Award Ceremony Refreshments & Supplies	\$11.44	\$50.00
Award Certificates (special paper)	\$30.67	\$70.00
Award Ribbons (1st, 2nd, 3rd, best of show, etc.)	\$69.49	\$150.00
Banners (update 3 banners+ 3 new)	\$225.00	\$500.00
Cleanup Expenses	\$250.00	\$0.00
Flyers (print add'l for local schools, sponsors)	\$446.36	\$600.00
Hanging Supplies	\$123.25	\$150.00
Poster Labels	\$98.17	\$150.00
Poster Paper	\$498.48	\$650.00
Printing Award Certificates	\$150.56	\$200.00
Supplies-On Site (table cloths, paper towels, etc)	\$97.67	\$100.00
Porta potties (2 reg. , 1 handicapped)	\$500.00	\$500.00
Subtotal	\$ 2,001.09	\$3,120.00
 <u>NPG Grant to be processed thru Chamber of Commerce</u>		
Earth Day Art Grants (\$250 each for 5 schools)	\$1,250.00	\$1,500.00
	We estimate 6 schools will participate in 2015 at \$250/school	
 Grand Total,	\$ 3,251.09	\$ 4,620.00

## Tarzana Neighborhood Council Profit & Loss Budget Performance

December 2014

	Dec 14	Jul - Dec 14	Annual Budget
<b>Income</b>			
Funding from DONE	\$0.00	\$37,000.00	\$37,000.00
<b>Total Income</b>	<b>0.00</b>	<b>37,000.00</b>	<b>37,000.00</b>
<b>Expense</b>			
<b>100 Operations</b>			
<b>General Operations &amp; Misc</b>			
Beautification Committee Expens	0.00	0.00	100.00
Board Retreat & Training	0.00	248.00	500.00
Budget Committee	0.00	21.00	200.00
Energy & Environment Committee	0.00	0.00	250.00
Land Use Committee	0.00	31.22	350.00
Meeting Expense	32.68	67.51	300.00
Office Furnit & Relocation Exp	0.00	0.00	300.00
PO Box Rental	0.00	0.00	135.00
Presidents Expenses	0.00	0.00	200.00
Telephone	0.00	70.00	70.00
<b>Total General Operations &amp; Misc</b>	<b>32.68</b>	<b>437.73</b>	<b>2,405.00</b>
<b>Staffing &amp; Temporary Help</b>	<b>184.80</b>	<b>1,062.60</b>	<b>3,000.00</b>
<b>Total 100 Operations</b>	<b>217.48</b>	<b>1,500.33</b>	<b>5,405.00</b>
<b>200 Outreach</b>			
<b>Advertising</b>			
Banners	0.00	720.00	720.00
Brochures	0.00	179.85	200.00
DWP MOU Posters/Flyers	0.00	0.00	500.00
General Promo Items	0.00	534.10	1,500.00
Name Plates & Business Cards	0.00	32.69	100.00
Outreach Committee Expenses	0.00	0.00	100.00
Safety Vest Logo	86.00	86.00	125.00
T-Shirts Rec center	0.00	1,175.63	1,180.00
Tarzana Welcome Sign	0.00	0.00	600.00
<b>Total Advertising</b>	<b>86.00</b>	<b>2,728.27</b>	<b>5,025.00</b>
<b>Events</b>			
Earth Day	0.00	0.00	3,526.00
Movies in the Park	0.00	613.19	750.00
National Night Out	0.00	297.57	300.00
Senior Symposium	0.00	0.00	750.00
Street Fairs	0.00	0.00	450.00
Town Hall Meetings	0.00	0.00	450.00
VANC Planning Forum 12/14	0.00	200.00	200.00

**Tarzana Neighborhood Council**  
**Profit & Loss Budget Performance**  
December 2014

	<u>Dec 14</u>	<u>Jul - Dec 14</u>	<u>Annual Budget</u>
Total Events	0.00	1,110.76	6,426.00
TNC Newsletters	0.00	419.65	2,550.00
Website Maintenance/Enhancement			
Mailing List Maintenance	45.00	270.00	540.00
Web Site Updates	150.00	900.00	1,800.00
Total Website Maintenance/Enhancement	<u>195.00</u>	<u>1,170.00</u>	<u>2,340.00</u>
Total 200 Outreach	<u>281.00</u>	<u>5,428.68</u>	<u>16,341.00</u>
300 Community Improvement			
School Garden Program			
Rep Bench Childs Garden TCCC	0.00	178.01	200.00
School Garden Program - Other	0.00	0.00	800.00
Total School Garden Program	<u>0.00</u>	<u>178.01</u>	<u>1,000.00</u>
Total 300 Community Improvement	0.00	178.01	1,000.00
400 Neighborhood Purpose Grants			
Stage Lights-Theatre of Will	0.00	0.00	1,200.00
WH-Tarzana COC Fdoundation	0.00	0.00	1,250.00
Total 400 Neighborhood Purpose Grants	<u>0.00</u>	<u>0.00</u>	<u>2,450.00</u>
900 Unallocated	0.00	0.00	11,804.00
Total Expense	<u>498.48</u>	<u>7,107.02</u>	<u>37,000.00</u>
Excess of Revenues Over/(Under) Expenses	<u><u>(\$498.48)</u></u>	<u><u>\$29,892.98</u></u>	<u><u>\$0.00</u></u>

Tarzana NC  
 Status of Advance Payments  
 As of December 31, 2014

<u>Project</u>	<u>Date Paid</u>	<u>Amount</u>	<u>Comments</u>
<b><u>Million Trees LA-trees</u></b>			
	9/8/2010	\$ 50,000.00	
	5/18/2011	\$ 10,000.00	
<b>Total</b>		<u>\$ 60,000.00</u>	
<b><u>Expenditures</u></b>			
Administrative Fee-10%		\$ 6,000.00	
Planting 1/15/11 -27 trees		\$ 14,148.00	
Planting 6/12-30 Trees		\$ 18,522.00	
Planting 7/12-18 trees		\$ 11,574.00	
Total spent		<u>\$ 50,244.00</u>	
<b>Remaining Balance</b>		<u><u>\$ 9,756.00</u></u>	
<b><u>Bureau of Street Services</u></b>			
From Tarzana NC	6/1/2011	\$ 10,000.00	
From Councilmember Zine Fund	6/30/2011	\$ 5,000.00	
<b>Total</b>		<u>\$ 15,000.00</u>	
<b><u>Expenditures</u></b>			
BSS 2/16 and 2/23/13 trimmed 39 trees		\$ 10,000.00	
<b>Remaining Balance</b>		<u><u>\$ 5,000.00</u></u>	It's unclear if this balance actually exists.
<b><u>Benches and Etc</u></b>			
Oak Park Construction	8/4/2010	\$ 25,000.00	
Oak Park Construction	5/18/2011	\$ 4,350.00	
<b>Total</b>		<u>\$ 29,350.00</u>	
<b><u>Expenditures</u></b>			
Thrifty Tree Service-Cutting planters for trees-27	12/27/2010	\$ 15,043.60	Invoice includes an overcharge of \$128.25 since tax of Planting mix included in cost of planter mix at 9.5%
<b>Remaining Balance</b>		<u><u>\$ 14,306.40</u></u>	Plus an additional \$128.25
<b><u>BSS-Zine Funding</u></b>			
	6/30/2013	\$ 50,000.00	
<b><u>Expenditures</u></b>			
Per BSS email for 10 Trucks @ \$1,098	3/19/2014	\$ 10,980.00	
Greenbriar & Vanalden Paving	8/2/2014	\$ 4,800.00	
Ventura Blvd Tree Base Trim	9/27/2014	\$ 2,560.00	
Total spent		<u>\$ 18,340.00</u>	
<b>Remaining Balance</b>		<u><u>\$ 31,660.00</u></u>	Projects for which this money will be used must be identified by January 31, 2015



Tarzana NC  
Status of Advance Payments  
As of December 31, 2014