

# Monthly Expenditure Report



**Reporting Month: June 2025**

**Budget Fiscal Year: 2024-2025**

**NC Name: Tarzana Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$12756.67	\$1778.73	\$10977.94	\$0.00	\$0.00	\$10977.94

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$29746.56	\$1028.73	\$10935.24	\$0.00	\$10935.24
Outreach		\$750.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$8747.83	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$25780.42	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	NET ATLANTIC INC	06/04/2025	Mailing list maintenance for June 2024	General Operations Expenditure	Office	\$30.00
2	OFFICE DEPOT #3320	06/05/2025	Purchase of name plates for Board members who did not have them. Will be used at Baord meetings for identification.	General Operations Expenditure	Office	\$201.85
3	THE WEB CORNER, INC.	06/06/2025	Website maintenance for June 2025	General Operations Expenditure	Office	\$150.00
4	APPLEONE EMPLOYMENT SR	06/12/2025	Preparation of May 2025 Board minutes	General Operations Expenditure	Office	\$210.82
5	JERSEY MIKES 20019	06/19/2025	Refreshments for June 2025 Board meeting	General Operations Expenditure	Office	\$269.85
6	City of Los Angeles-Dept. of Neighborhood Empowerment	05/21/2025	The TNC Baord adopts the Exec. Committee's reco to authorize and approve the purchase of one Canva Pro license through DONE for an amount NTE \$140.00 To be classified as Operations, ...	General Operations Expenditure	Office	\$100.00

7	Iris Polonsky	05/28/2025	Reimbursement to Board member Iris Polonsky for the purchase of snack/refreshment from Costco for the April 2025 Board meeting. This purchase was charged to her personal credit card.	General Operations Expenditure	Office	\$14.99
8	AppleOne Employment Services	05/30/2025	Preparation of Board Minutes for May 5, 2025 Special Board Meeting.	General Operations Expenditure	Office	\$51.22
9	Neighborhood Council Budget Day	05/29/2025	Contribution to Neighborhood Council Budget Day.	General Operations Expenditure	Outreach	\$250.00
10	City of Los Angeles Congress of Neighborhoods - Event	05/30/2025	Funding for the Congress of Neighborhoods event.	General Operations Expenditure	Outreach	\$500.00
<b>Subtotal:</b>						<b>\$1778.73</b>

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

Net Atlantic, Inc.  
95 Orne St  
Salem, MA 01970-2642  
978-219-1920

# INVOICE



Page 1 of 1

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

Invoice Summary	
Account	1002581
Reference	Invoice 1002581-218
Date	2025-06-01
Due Date	<b>2025-07-01</b>
Total (\$)	<b>30.00</b>
Amount Due (\$)	<b>30.00</b>

Description	Amount (\$)
Pro Bandwidth Usage Max: 0 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 2000 Members Service Name: 'tarzana-neighborhood-council'	30.00

Notes:

Payments are applied to the oldest open invoice. Please go to <https://www.netatlantic.com/billing> to set up convenient credit card payments.

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

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



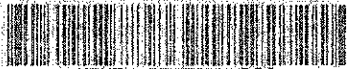
Net Atlantic, Inc.  
95 Orne St  
Salem, MA 01970-2642

Payment Summary	
Account	1002581
Reference	Invoice 1002581-218
Due Date	<b>2025-07-01</b>
Amount Due (\$)	<b>30.00</b>
Amount Enclosed	
Check Number	
Please make checks payable to <b>Net Atlantic, Inc.</b>	
New monies owed will be collected via credit card on 2025-06-04.	

# Office DEPOT OfficeMax

Tarzana (818) 668-9067

06/05/2025 3:27 PM



V7VTYA5P63QXMYBR8

SALE 3320-3-3985-106041-24.8.1  
Subtotal 201.85

Order Management Invoice # 4265285590010  
Approval Code: 999999

114318 JDA GMLL ORDE 201.85 E  
Total: 201.85  
MasterCard 9063: 201.85

AUTH CODE 093970

TDS Chip Read

AID: A0000000041010 MASTERCARD

TVR 0000008000

CVS No Signature Required

LEONARD SHAFFER 14\*\*\*\*320

Get 2% back in rewards on your  
favorite supplies & more - including  
furniture and technology. Plus,  
next-day rewards on select offers,  
rewards for recycling and more.  
Visit [officedepot.com/rewards](http://officedepot.com/rewards)

\*\*\*\*\*

Shop online at [www.officedepot.com](http://www.officedepot.com)

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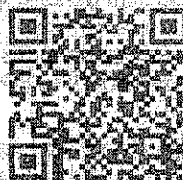
WE WANT TO HEAR FROM YOU!

Visit [survey.officedepot.com](http://survey.officedepot.com)

and enter the survey code below

J74S EK58 GP1Z

or scan the below QR code



\*\*\*\*\*

8 NAME PLATES  
FOR BOARD  
MEMBERS

TNL OFFICE DEPOT 6-5-25

## Order Details

### Delivery

**Attention:**

Tarzana, CA 91356-5105 USA

### Payment

Amount: \$201.85



\*\*\*9063

### Additional Info

# Shipment 1 of 1

ORDER NUMBER	ORDER STATUS	TOTAL
425528559-001	Processing	\$201.85

Estimated Delivery by June 19, 2025

Custom Engraved Plastic Desk Signs With Slide-in Metal Holder, 2" x 8"

Item #320891

Qty: 1 @ \$22.99 / each

**\$22.99**

► Custom Product ☒ Non Refundable

Custom Engraved Plastic Desk Signs With Slide-in Metal Holder, 2" x 8"

Item #320891

Qty: 1 @ \$22.99 / each

**\$22.99**

► Custom Product ☒ Non Refundable

Custom Engraved Plastic Desk Signs With Slide-in Metal Holder, 2" x 8"

Item #320891

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**\$22.99**

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Custom Engraved Plastic Desk Signs With Slide-in Metal Holder, 2" x 8"

Item #320891

Qty: 1 @ \$22.99 / each

**\$22.99**

► Custom Product ☒ Non Refundable

Shipment 1



425528559 001

Item Subtotal: **\$183.92**

Taxes: **\$17.93**

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**Order Total \$201.85**

Office of the City Clerk  
Administrative Services Division  
Neighborhood Council (NC) Funding Program  
Board Action Certification Form



NC Name: Tarzana	Meeting Date: 5-27-25
Budget Fiscal Year: 2024-2025	Agenda Item No: 8c
Board Motion and/or Public Benefit Statement (CIP and NPG):	Resolved: The TNC Board adopts the Budget Committee's recommendation to approve the request of the Treasurer to increase the budget for Operations, General, Business Cards, Name Plates & Badges from \$250 to \$500 to cover the purchase of these items for existing Board Members who need them and new Board Members who are running unopposed in the current election. Additional funds to come from Unallocated.

Vote Count

Recused Board members 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
Terry Saucier	Board Member	X					
Joyce Greene	Board Member				X		
	Board Member						
Harvey Goldberg	Treasurer				X		
Eran R. Heissler	1st VP	X					
Sylvia Bedrossian	Board Member	X					
David Elan	Board Member	X					
	Board Member						
Susan Fogen	Board Member	X					
	Board Member	X					
Sima Salek	Board Member	X					
Jeff Mausner	2nd VP	X					
Mathew Clark	Board Member	X					
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member				X		
Iris Polonsky	Exec Secretary	X					
	Board Member						
	Board Member						
	Board Member						
Duncan MacIntosh	Board Member					X	
	Board Member						
Quorum	10	Total	10		3	1	

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, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: <i>Harvey Goldberg</i>	Second Signer's Signature: <i>Leonard J Shaffer</i>
Print/Type Name: Harvey Goldberg	Print/Type Name: Leonard J Shaffer
Date: 5-27-25	Date: 5-27-25

TNC NPMETASS ETC 5-27-25 BAC



**The Web Corner, Inc.**

**Invoice**

15300 Ventura Blvd. Suite 400  
Sherman Oaks, CA 91403  
818-345-7443

Date	Invoice #	Terms
6/1/2025	28488	Due on Receipt
Ship To		

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

QTY	Description	Price Each	Amount
1	June 2025 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	150.00	150.00
0	June 2025 Monthly Hosting for tarzananc.org	15.00	0.00
0	June 2025 Email Archiving: 1 Accounts l.shaffer@tarzananc.org (inlcuded in maintenance)	13.50	0.00
Please remit payment at your earliest convenience.		<b>Total</b>	<b>\$150.00</b>
Thank you for your business!		<b>Payments/Credits</b>	<b>\$0.00</b>
		<b>Balance Due</b>	<b>\$150.00</b>



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 LA - DONE -TARZANA NC

Accounts Payable  
200 N. Spring St. Room 2005  
Los Angeles, CA 90012

## Invoice

Customer No: 00950101  
Site No: 0048  
Period Ending: 05/31/2025  
Invoice No: S017105604  
Amount Due: \$204.88  
Payment Term: UPON RECEIPT

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Shafer, Len	Tarzana Nc	Kramer, Patricia	05/31/2025	06/04/2025	8.00	\$25.61	0.00	\$0.00	0.00	0	\$204.88
Sub Total For						8.00		0.00		0.00		\$204.88
Grand Total Invoice Amount						8.00		0.00		0.00		\$204.88

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](http://www.ApplePay.com) or Call (866)898-7152 for details

CREDIT CARD SURCHARGE 5.94

TOTAL 210.82

BOARD MINUTES  
MAY 2025

TNC APPLEONE S 0171 05604



AppleOne

AppleOne Employment Services

## City of Los Angeles

Invoice 01-7105604 Line 1 Kramer, Patricia XV51026525

## Web Timecard

Employee Name: Kramer, Patricia

Week Ending: 5/31/2025

Client Name: City of LA - DONE- TARZANA NC

Serial no: XV51026525

Imaged on: 6/3/2025

Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time
Thursday, May 29, 2025	1:00 PM	5:00 PM	0 hr 0 min	4 hr 0 min	0 hr 0 min	0 hr 0 min
Thursday Total:	Regular:	4 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)	DT: 0 hour(s) 0 minute(s)	
Thursday Meal Break:	0 hr 0 min					
Friday, May 30, 2025	8:00 AM	12:00 PM	0 hr 0 min	4 hr 0 min	0 hr 0 min	0 hr 0 min
Friday Total:	Regular:	4 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)	DT: 0 hour(s) 0 minute(s)	
Friday Meal Break:	0 hr 0 min					
Work Total:	Regular:	8 hour 0 min		OT: 0 hour 0 min	DT: 0 hour 0 min	

Submitted: Patricia Kramer/patkramerwrites@aol.com on 05/30/2025

Approved: LEN SHAFFER/48581 on 05/30/2025

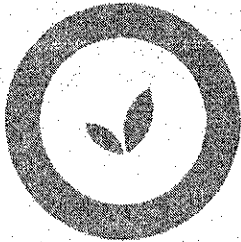
Processed By: dvidal on 06/02/2025

Payment Confirmation #10355281 \*\*\*Please do not reply\*\*\*

From: paymentconfirmation@unitedtranzactions.com

To: harveygoldberg@sbcglobal.net

Date: Thursday, June 12, 2025 at 04:15 PM PDT



**AppleOne**

*Hiring Made Human®*

Dear valued customer,

This email confirms that a Credit Card payment processed through the APPLEONE EMPLOYMENT SERVICES (OBP) Online Bill Pay site has been successfully completed.

Please find the payment details below and retain this receipt for your records.

**Customer ID:** 00950101

**Transaction #:** 10355281

**Customer #:** 00950101

**Transaction Date:** 6/12/2025 7:14:57 PM

**Name On Card:** harvey Goldberg

**Card Type:** MC

**Card #:** \*\*\*\*\*9063

**Authorization Code:** 022839

**Subtotal(Including Tax):** \$204.88

**Surcharge(2.9%):** \$5.94

**Grand Total:** \$210.82

**Tax:** \$0.00

**Status:** Sale - Approved

**Confirmation Email:** harveygoldberg@sbcglobal.net

**Invoice Detail:**

	Invoice Number	Payment Amount	
1.	S017105604		\$204.88
			<b>Totals</b>
			<b>No. of Invoices: 1</b>
			<b>Amount: \$210.82</b>

# Take Out

Jersey Mike's Subs 20019  
19458 Ventura Blvd.- Suite 1  
Tarzana, California 91356-3060  
Phone: (818) 343-0371

Ticket: 01-000385-01-885441

Server: Enrico 06/19/25 5:54 PM

SubsByBox 89.95

- 1 Giant #7
- 1 Giant #7
- 1 Giant #14
- 1 Giant #14

SubsByBox 89.95

- 1 Giant #7
- 1 Giant #10
- 1 Giant #10
- 1 Giant #10

SubsByBox 89.95

- 1 Giant #3
- 1 Giant #3
- 1 Giant #13
- 1 Giant #13

Sub Total \$269.85  
Taxable \$0.00  
Tax \$0.00  
Total \$269.85

Paid Mastercard 9063 \$269.85

Items sold: 3

JM Club #: \*\*\*\*\*9509

Loyalty points earned: 144  
Balance as of 06/19/25: 472 points

Download our Mobile App  
<http://www.jerseymikes.com/app>

DUPLICATE

REFRESHMENTS  
FOR JUNE  
BOARD MTS

TNC JERSEY MIKES  
6-19-25

# CITY OF LOS ANGELES

## BOARD OF NEIGHBORHOOD COMMISSIONERS

JOY ATKINSON  
PRESIDENT

LEONARD SHAFFER  
VICE PRESIDENT

DEBBIE WEHBE  
MAGGIE QUIROZ  
KEREN WATERS  
RANDELL ERVING  
DOUGLAS EPPERHART

Email: [commission@empowerla.org](mailto:commission@empowerla.org)

## CALIFORNIA



KAREN BASS  
MAYOR

NEIGHBORHOOD COUNCILS  
**EMPOWER LA**  
Department of  
NEIGHBORHOOD EMPOWERMENT

20<sup>th</sup> FLOOR, CITY HALL  
200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

TELEPHONE (213) 978-1551  
TOLL-FREE 3-1-1  
FAX: (213) 978-1751  
E-MAIL: [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

CARMEN CHANG  
GENERAL MANAGER

ERICK MUÑOZ  
COMMISSION EXECUTIVE ASSISTANT

[www.EmpowerLA.org](http://www.EmpowerLA.org)

## BILL TO: Tarzana Neighborhood Council

**INVOICE #25-C044**

### Address:

Tarzana Child Care Center  
5700 Beckford Ave.  
Tarzana, CA 91356

**DATE: May 20<sup>th</sup>, 2025**

**President:** Leonard Shaffer **Email:** [l.shaffer@tarzananc.org](mailto:l.shaffer@tarzananc.org)

**Treasurer:** Harvey Goldberg **Email:** [h.goldberg@tarzananc.org](mailto:h.goldberg@tarzananc.org)

**DUE DATE: May 23<sup>rd</sup>, 2025**

Qty	Item Description	Unit Price	Amount
1.00	Canva Licenses Start Date 06/18/2025 End Date: 06/17/2026	\$100.00	\$100.00
<b>Total Cost</b>			<b>\$100.00</b>

Please make Checks Payable to:

**City of Los Angeles - Department of Neighborhood Empowerment**

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Office of the City Clerk  
 Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
 Board Action Certification Form



NC Name: Tarzana Meeting Date: 3-25-25  
 Budget Fiscal Year: 2024-2025 Agenda Item No: 7b

Board Motion and/or Public Benefit Statement (CIP and NPG): The TNC Board adopts the Executive Committee's recommendation to authorize and approve the purchase of one (1) Canva Pro license through DONE for an amount not exceeding \$140.00. To be Classified as Operations, Canva Pro License. Funds to come from Unallocated.

LEN / JOYCE

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
Terry Saucier	Board Member	X					
Joyce Greene	Board Member	X					
Christopher Ahuja	Board Member				X		
Harvey Goldberg	Treasurer	X					
Eran R. Heissler	1st VP	X					
Sylvia Bedrossian	Board Member				X		
David Elan	Board Member	X					
Paul Radenberg	Board Member				X		
Susan Rogen	Board Member	X					
Duncan MacIntosh	Board Member	X					
Sima Salek	Board Member	X					
Jeff Mausner	2nd VP	X					
Mathew Clark	Board Member	X					
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member					X	
Iris Polonsky	Exec Secretary	X					
Susan Lord	Board Member				X		
Bob Shmaeff	Board Member				X		
	Board Member						
	Board Member						
	Board Member						
Quorum	10	Total	12		5	1	

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, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: Harvey Goldberg Second Signer's Signature: Leonard J. Shaffer  
 Print/Type Name: Harvey Goldberg Print/Type Name: Leonard J. Shaffer  
 Date: 3-25-25 Date: 3-25-25

TNC CANVA LICENSE MEET. 2025



Woodland Hills #1205  
21800 Victory Blvd  
Woodland Hills, CA 91367  
(818) 884-9099

GG Member 112014619104  
E 1483585 ORO VAR 60P 14.99  
\*\*\*\*\*Bottom of Basket\*\*\*\*\*  
\*\*\*\*\*BOB Count 0 \*\*\*\*\*  
SUBTOTAL 14.99  
TAX 0.00  
\*\*\*\* TOTAL 14.99

XXXXXXXXXX3140 H  
AID: A0000000031010  
Seq# 3611 App#: 58207C  
Costco Visa Resp: APPROVED  
Tran ID#: 511200003611....

APPROVED - Purchase  
AMOUNT: \$14.99  
04/22/2025 14:21 1205 3 267 142

Costco Visa 14.99  
CHANGE 0.00

TOTAL NUMBER OF ITEMS SOLD = 1  
~~04/22/2025~~ 14:21 1205 3 267 142



21120500302672504221421

OP#: 142 Name: VERO

Thank You!

Please Come Again

Whse:1205 Trm:3 Trn:267 OP:142

Items Sold: 1  
GG 04/22/2025 14:21

REIMBURSE  
IRIS POLONSKY  
MEETING REFRESHMENTS  
4/22/25

TNC POLONSKY REIMB 4-22-25



## CARDHOLDER SUMMARY

IRIS B POLONSKY

Card ending in 3140

New Charges

New Charges

Card ending in 2032

## ACCOUNT SUMMARY

Sale Date	Post Date	Description	Amount
-----------	-----------	-------------	--------

Payments, Credits and Adjustments

IRIS B POLONSKY

Standard Purchases

04/22	04/22	COSTCO WHSE #1205	WOODLAND HILLCA	\$14.99
04/23	04/23	COSTCO GAS #1205	WOODLAND HILLCA	

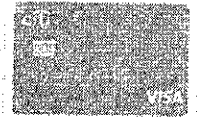
Standard Purchases

04/17	04/18	MTA NYCT PAYGO	NEW YORK NY	
04/24	04/24	COSTCO GAS #1205	WOODLAND HILLCA	
05/05	05/05	COSTCO GAS #1205	WOODLAND HILLCA	
05/08	05/08	COSTCO WHSE #0437	NORTHRIDGE, CA	
05/15	05/15	COSTCO GAS #1205	WOODLAND HILLCA	

Fees Charged

TOTAL FEES FOR THIS PERIOD

## Costco Cash Back Rewards Summary



Total Costco Cash Back Rewards Balance:

## Costco Cash Back Rewards Summary

Costco Cash Back Rewards balance as of last statement

Earned this period

Total Costco Cash Back Rewards Balance Year to Date:

## Costco Cash Back Rewards Earned This Period

5% on gas at Costco

4% on other eligible gas and EV charging

5% and 4% earn is on a combined \$7,000 spend per year, 1% thereafter

3% on restaurants

3% on eligible travel

2% on Costco and Costco.com purchases

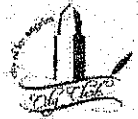
1% on all other purchases

Total Earned:

Visit Citi.com/Costco for more information

2004TE

Office of the City Clerk  
 Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
 Board Action Certification Form



NC Name: Tarzana	Meeting Date: 5-27-25
Budget Fiscal Year: 2024-2025	Agenda Item No: 8b
Board Motion and/or Public Benefit Statement (CIP and NPG):	Resolved: The TNC Board adopts the Budget Committee's recommendation to reimburse Board member, Iris Polonsky, \$14.99 for the purchase of snacks at Costco for the April Board meeting. To be classified as Operations, General, Meeting Expense, Refreshments. This expense was previously budgeted.

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
Terry Saucier	Board Member	X					
Joyce Greene	Board Member				X		
	Board Member						
Harvey Goldberg	Treasurer				X		
Eran R. Heissler	1st VP	X					
Sylvia Bedrossian	Board Member	X					
David Elan	Board Member	X					
	Board Member						
Susan Rogen	Board Member	X					
	Board Member						
Sima Salek	Board Member	X					
Jeff Mausner	2nd VP	X					
Mathew Clark	Board Member	X					
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member	X			X		
Iris Polonsky	Exec Secretary	X					
	Board Member						
	Board Member						
	Board Member						
Duncan MacIntosh	Board Member					X	
	Board Member						
Quorum	10				3	1	
	Total	10					

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, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: <i>Harvey Goldberg</i>	Second Signer's Signature: <i>Leonard J Shaffer</i>
Print/Type Name: Harvey Goldberg	Print/Type Name: Leonard J Shaffer
Date: 5-27-25	Date: 5-27-25

TNC POLONSKY REIM 5.27.25 RAC.

### Board Action Certification Form

ERAN / IRIS



INC Name: Tarzana

Meeting Date: 5-27-25

**Budget Fiscal Year: 2024-2025**

Agenda Item No: 8f

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

: Resolved: The TNC Board approves a revised budget for the fiscal year July 1, 2024 -June 30, 2025 to include the items 8 c, d, and e and approves all necessary forms and paperwork required to update the budget and directs the Treasurer and/or President to prepare such and to submit it to the City Clerk's Funding Division.

## 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
Terry Saucier	Board Member	X					
Joyce Greene	Board Member				X		
	Board Member						
Harvey Goldberg	Treasurer				X		
Eran R. Heissler	1st VP	X					
Sylvia Bedrossian	Board Member	X					
David Elan	Board Member	X					
	Board Member						
Susan Rogen	Board Member	X					
	Board Member						
Sima Salek	Board Member	X					
Jeff Mausner	2nd VP	X					
Mathew Clark	Board Member	X					
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member				X		
Iris Polonsky	Exec Secretary	X					
	Board Member						
	Board Member						
	Board Member						
Duncan MacIntosh	Board Member					X	
	Board Member						
Quorum 10	Total	10			3	1	

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, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature \_\_\_\_\_

Harvey Goldberg

Second Signer's Signature

Leonard J Shaffer

Date:

5-27-75

**Date:**

5-21-25

TNC BUDGET 2024-25 REV 5-27-25 T3AC



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 LA - DONE -TARZANA NC

Accounts Payable  
200 N. Spring St. Room 2005  
Los Angeles, CA 90012

## Invoice

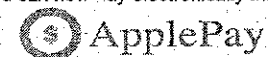
Customer No: 00950101  
Site No: 0048  
Period Ending: 05/17/2025  
Invoice No: S10183441  
Amount Due: \$51.22  
Payment Term: UPON RECEIPT

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Shafer, Len	Tarzana Nc	Kramer, Patricia	05/17/2025	05/21/2025	2.00	\$25.61	0.00	\$0.00	0.00	0	\$51.22
Sub Total For						2.00		0.00		0.00		\$51.22
Grand Total Invoice Amount						2.00		0.00		0.00		\$51.22

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](http://www.ApplePay.com) or Call (866)898-7152 for details

SPECIAL BOARD  
MTG - MAY 5<sup>th</sup>  
MINUTES



# City of Los Angeles

AppleOne  
AppleOne Employment Services

Invoice 01-7098401 Line 1 Kramer, Patricia XV43940525

## Web Timecard

Employee Name: Kramer, Patricia

Week Ending: 5/17/2025

Client Name: City of LA - DONE- TARZANA NC

Serial no: XV43940525

Imaged on: 5/21/2025

Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time
Friday, May 16, 2025	1:00 PM	3:00 PM	0 hr 0 min	2 hr 0 min	0 hr 0 min	0 hr 0 min
Friday Total:	Regular:	2 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)	DT: 0 hour(s) 0 minute(s)	
Friday Meal Break:	0 hr 0 min					
Work Total:	Regular:	2 hour 0 min		OT: 0 hour 0 min	DT: 0 hour 0 min	

Submitted: Patricia Kramer|patkramerwrites@aol.com on 05/16/2025

Approved: LEN SHAFFER|48581 on 05/20/2025

Processed By: dvidal on 05/20/2025

Office of the City Clerk  
Administrative Services Division  
Neighborhood Council (NC) Funding Program  
Board Action Certification Form



NC Name: Tarzana Meeting Date: 6-25-24

Budget Fiscal Year: 2024/2025 Agenda Item No: 13

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

Resolved: TNC Board adopts the Executive Committee's recommendation to approve the payment of ongoing expenses as follows: For the fiscal year 2024-2025, the TNC authorizes its Treasurer or other designee to pay previously budgeted recurring monthly or periodic expenses, in small amounts, defined as those not to exceed \$75/day for each item and expense classification category. These expenses include, but are not limited to, supplies, copies and postage for committees, Board and committee meetings, officers, and committee chairperson expenses etc., and refreshments for meetings (other than Board meetings) etc. The recurring expenses are AppleOne, or other temporary staffing agencies for preparation of minutes or other clerical functions not to exceed ("NTE") \$400/meeting, Net Atlantic or other such company for mailing list maintenance and distribution NTE \$40/month and The Web Corner or other such company for web site hosting and maintenance NTE \$150 for each month's services and the purchase of food and refreshments for Board meetings from any vendors NTE \$450 per meeting.

LEN / HARVEY

Vote Count

Recused Board members 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
Terry Saucier	Board Member	X					
Bruno Hernandez	Board Member	X					
Christopher Ahuja	Board Member	X					
Harvey Goldberg	Treasurer	X					
Eran R. Heissler	1st VP	X					
Sylvia Bedrossian	Board Member	X					
	Board Member						
Paul Radenberg	Board Member	X					
Susan Rogen	Board Member	X					
Esther Weider	Board Member	X					
Leon Antonio Gonzalez	Board Member				X		
Jeff Mausner	2nd VP	X					
Mathew Clark	Board Member	X					
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member	X					
Iris Polonsky	Exec Secretary	X					
Susan Lord	Board Member	X					
Bob Shmaeff	Board Member				X		
	Board Member						
Duncan MacIntosh	Board Member	X					
Faryl Arbietman	Board Member	X					
Quorum	10	Total	17		2		

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, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature *Harvey Goldberg*

Second Signer's Signature *Leonard J Shaffer*

Print/Type Name: Harvey Goldberg

Print/Type Name: Leonard J Shaffer

Date: 6-25-24

Date: 6-25-24

TNC SPENDING AUTH 2024-25

**Neighborhood Council Funding Contribution Form**  
**Congress of Neighborhoods/Budget Advocacy Special Accounts**

I, Leonard Shaffer (President or Vice-President [VP] name),  
declare that I am the President or VP of the Tarzana NC  
Neighborhood Council (NC) and that on May 27, 2025 (meeting date), a Brown Act-noticed public  
meeting was held by the NC with a quorum of 14 (number) board members present and that by a  
vote of 10 (number) Yea, 0 (number) Nay, and 4 (number) Abstentions, the NC approved  
funding contribution(s) from our current Fiscal Year budget for the following Department of  
Neighborhood Empowerment Special Account(s):

☒ Neighborhood Council Budget Day in the amount of:

\*\$ 250.00 By checking "Neighborhood Council Budget Day," you will be contributing to  
cover expenses associated with Budget Day, additional Budget workshops, and essential administrative needs.

☐ Neighborhood Council Budget Advocacy (L.A. Charter Section 909) in the amount of:

\*\$ \_\_\_\_\_

☐ L.A. Congress of Neighborhoods (LAAC 22.801) – Event in the amount of:

\*\$ \_\_\_\_\_

☐ L.A. Congress of Neighborhoods (LAAC 22.801) – EmpowerLA Awards in the amount of:

\*\$ 500.00

Therefore, the Neighborhood Council requests that the Office of the City Clerk, NC Funding Program  
issue payment from our NC's current Fiscal Year budget to the Department of Neighborhood  
Empowerment for the purpose(s) as indicated above.

Contributions for Neighborhood Council Budget Advocacy and the Congress of Neighborhoods  
support activities and programs that advance the purpose of the Neighborhood Council System as  
determined by the Department of Neighborhood Empowerment. Funds do not support any specific  
entity, alliance, or group.

Leonard Shaffer  
Signature of President or VP

5-28-25  
Date

=====

To request payment, the NC Treasurer must submit this completed form in the NC Funding System portal, Outreach  
Category, as the "Payment Request Document" along with the respective Board Action Certification (BAC) form. Forms must  
be submitted by the annual deadline for check payment requests (normally June 1<sup>st</sup>) in order to process the payment from  
current Fiscal Year funds.

\*Please indicate a specific funding amount; Statements such as "unused funding for this fiscal year" will disqualify the  
payment request.

"Neighborhood Council Budget Day" *or*  
"City of Los Angeles Budget Advocacy" *or*  
"City of Los Angeles Congress of Neighborhoods - Event" *or*  
"City of Los Angeles Congress of Neighborhoods - Awards"

Address: 200 N. Spring St., Suite 224, Los Angeles, CA 90012

- You may also search the respective Special Account in the Vendor section of the Funding System portal when  
submitting the payment request(s).
- Please submit separate payment requests for each Special Account contribution.

Rev031124

*TNC BUDGET DAY 2025 - FORM*

TAC BUDGET DAY 2015-BAC



**Neighborhood Council Funding Contribution Form**  
**Congress of Neighborhoods/Budget Advocacy Special Accounts**

I, Leonard Shaffer (President or Vice-President [VP] name),

declare that I am the President or VP of the Tarzana NC

Neighborhood Council (NC) and that on May 27, 2025 (meeting date), a Brown Act-noticed public meeting was held by the NC with a quorum of 14 (number) board members present and that by a vote of 10 (number) Yea, 0 (number) Nay, and 4 (number) Abstentions, the NC approved funding contribution(s) from our current Fiscal Year budget for the following Department of Neighborhood Empowerment Special Account(s):

☐ Neighborhood Council Budget Day in the amount of:

\*\$                      By checking "Neighborhood Council Budget Day," you will be contributing to cover expenses associated with Budget Day, additional Budget workshops, and essential administrative needs.

☐ Neighborhood Council Budget Advocacy (L.A. Charter Section 909) in the amount of:

\*\$                     

☒ L.A. Congress of Neighborhoods (LAAC 22.801) – Event in the amount of:

\*\$ 500-

☐ L.A. Congress of Neighborhoods (LAAC 22.801) – EmpowerLA Awards in the amount of:

\*\$                     

Therefore, the Neighborhood Council requests that the Office of the City Clerk, NC Funding Program issue payment from our NC's current Fiscal Year budget to the Department of Neighborhood Empowerment for the purpose(s) as indicated above.

Contributions for Neighborhood Council Budget Advocacy and the Congress of Neighborhoods support activities and programs that advance the purpose of the Neighborhood Council System as determined by the Department of Neighborhood Empowerment. Funds do not support any specific entity, alliance, or group.

Leonard Shaffer  
Signature of President or VP

5-28-25  
Date

=====

To request payment, the NC Treasurer must submit this completed form in the NC Funding System portal, Outreach Category, as the "Payment Request Document" along with the respective Board Action Certification (BAC) form. Forms must be submitted by the annual deadline for check payment requests (normally June 1<sup>st</sup>) in order to process the payment from current Fiscal Year funds.

\*Please indicate a specific funding amount; Statements such as "unused funding for this fiscal year" will disqualify the payment request.

"Neighborhood Council Budget Day" or  
"City of Los Angeles Budget Advocacy" or  
"City of Los Angeles Congress of Neighborhoods - Event" or  
"City of Los Angeles Congress of Neighborhoods - Awards"

Address: 200 N. Spring St., Suite 224, Los Angeles, CA 90012

- You may also search the respective Special Account in the Vendor section of the Funding System portal when submitting the payment request(s).
- Please submit separate payment requests for each Special Account contribution.

Rev031124

TNC NC CONGRESS 2025-FORM-2

Meeting Date: 5-27-25

Agenda Item No: 8e

Resolved: The TNC Board adopts the Budget Committee's recommendation to contribute \$500 to the LA Congress of Neighborhoods. To be classified as Operations, General, Board Retreat & Training, Congress of Neighborhood. Funds to come from Unallocated.

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

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, at a Brown Act compliant public meeting where a quorum of the Board was present.

compliant public meeting where a quorum of the Board  
*Harvey Goldberg*  
 Harvey Goldberg

Leonard J Shaffer

Harvey Goldberg

Print/Type Name:

527-25

Date:

5-27-25

TNC NC CONGRESS 2025 - BAC