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Tarzana NC	JULY
Submitted: 8/2/2016 15:45:49	MONTHLY EXPENDITURE REPORT



Budget Fiscal Year: 2018-2016 2016 16 17 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

A bate / Item / Service Description BUDGET CATEGORY VENDOR INVOICE NUMBER OUT OF STATE VENDOR 1999 TOTAL 1 7/18/16 Coppiss Land Use Committee OPERATIONS Office Depot 6570 XEX.00 88.01 2 7/28/16/Pizza/Board Meeting OPERATIONS Vons 8.089 37837 \$10.38 5 OPERATIONS Amed 37837 \$19.38 \$19.38 6 OPERATIONS Amed 37837 \$19.38 \$19.38 7 OPERATIONS Amed 37837 \$38.01 \$19.38 \$19.38 8 OPERATIONS Amed 37837 \$19.38 \$19.38 \$19.38 9 OPERATIONS Amed 37837 \$19.38 \$19.39 \$19.38 10 OPERATIONS Amed 37837 \$19.38 \$19.39 \$19.38 11 OPERATIONS Amed 37837 \$19.38 \$19.38 \$19.38 12 OPERATIONS Amed \$19.39 \$19.38 \$19.39 \$19.38 \$19.38 <th>\$10,014.81</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>Balance of Budget</th> <th>G Balance</th>	\$10,014.81						Balance of Budget	G Balance
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	TOTAL	1099 Reportable	OUT OF STATE VENDOR	NUMBER	VENDOR	BUDGET CATEGORY	em / Service Description	

Beginning Balance Funds Deposited Total Available Cash Spent this Month Remaining Balance (B) (C) = (A+B) (D) (E) = C - D	20 20 - O - O - O - O - O - O - O - O - O -	4	\$8,790.00	\$8 773 39	218.61
Ening Pelance Funds Denosited Total Available Cash S		(D)	(C) = (A+B)	(B)	Beginning balance
	Month Remaining Balance			Funds Denosited	Balanco Balanco

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		\$0,000.00	Operations	321
30,024.01	\$110.19	\$6 935 00	Occupions	
in FY 2015-16 (C) (D) (E) = A - B + C - D	(B)	(A)	Budget Category	Category Identifier
FY 2014-15	noted Budget Total Spent this Month	Adopted Budget		

We, the Treasurer and Signer of the above indicated Council, declare that the information prese furnish additional documentation to the Department of Neighborhood Empowerment upon requ	
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NC Additional Comments	Date	Print Name	Treasurer Signature
funding was reduced by \$500.00. This must be corrected. 2. In June 2016 DONE made a double charge for the Congress and related items to our account, as a result a \$15 bank charge was assessed for an overdraft that was not reversed until the close of business items to our account, as a result a \$15 bank charge was assessed for an overdraft that was not reversed until the close of business items to our account, as a result a \$15 bank charge was assessed for an overdraft that was not reversed until the close of business. June 29, 2016: therefore those funds could not be spent in the last fiscal year. This must be added back to this year. 3. Due to late	Date Date	Harvey Goldberg Print Name	Signer's Signature
arge for the Congress and related sed until the close of business ack to this year. 3. Due to late	הפמו שותוו 1777 וס. רווכ בסוס-רו	Len Shaffer	

Revision Date 1-26-15

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SEENOTE ATTACHED Page 3

Notes to Tarzana NC July 2016 MER Report

1. At June 30, 2016 we submitted a report showing an outstanding charge for \$500.00 which did not clear until 7/7/16. The 2016-17 funding was reduced by \$500.00. This must be corrected. 2. In June 2016 DONE made a double charge for the Congress and related items to our account, as a result a \$15 bank charge was assessed for an overdraft that was not reversed until the close of business June 29, 2016; therefore those funds could not be spent in the last fiscal year. This must be added back to this year. 3. Due to late funding by DONE we were charged an overdraft fee of \$33 on July 8, 2016, although the charge was rejected. Armando is aware of this. Done must make arrangements to get this fee reversed. Please set up three different tracking numbers for the above items.

Recent 90 Days ▼	July 29, 2016	•
MANAGEMENT CONTRACTOR OF THE PROPERTY OF THE P		

Go To Business Basics Checking Summary | Additions | Purchases | Other Withdrawals

Save time by depositing checks directly from your smartphone or tablet. Easy Usage: It is simple to submit a deposit. Select an account, enter the amount and take a photo of both sides of the check. It's that simple. Quick Confirmation: Check your deposit status online or with your mobile app. For more information, go to: unionbank.com/mobilecheckdeposit

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TARZANA NEIGHBORHOC 200 N SPRING ST FL 20 LOS ANGELES CA 90012-		Your Bankii <u>Disclosure</u>	ng Office and How to Co	ntact Us
Business Basics Check	ing Summary			Account Number:
Days in statement period	: 29			
Balance on 7/1	\$		516.61	
Additions			8,773.39	
Subtractions			-643.19	
	Purchases	-610.19		
Oth	ner Withdrawals	-33.00		
Balance on 7/29	\$		8,646.81	
Statement Average Le	edger Balance		5,527.32	
Statement Average Le	ager balance		-,	

We waived your service charge this statement period.

Additions	Date	Description/Location		Reference	Amount
	7/12	CITY OF LOS ANGE EFT PAYMT PPD ***********	0735	54679988	\$ 8,773.39
	,				
Purchases	Date	Description/Location	Reference		Amount
ATM card and	7/7	WOODS MAIN 08187642515 CA 08187642515 CA	71268726		\$ 500.00
Debit card™ purchases	7/19	OFFICE DEP TARZANA CA TARZANA CA	72359347		8.01
purchases	7/27	AMECI PIZZ WOODLAND HIL CA WOODLAND HIL CA	70427889		91.80
	7/28	VONS S RESEDA CA RESEDA CA	71145451		10.38
	Total				\$ 610.19
Other Withdrawals	Date	Description/Location	Reference		Amount
including fees		TOTAL OVERDRAFT ITEM PAID FEES	99521717		\$ 33.00
and adjustments		On 07/07, you had 1 MasterMoney Authorization(s) for a total of \$500.00 which reduced your balance available to cover checks		¥	

Office DEPOT Office Max

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

07/18/2016 16.4.2 11:46 AM STR 3320 R G 1 TRN 6570 EMP 66611

Product ID Description	Total
167060 BW SS Letter 36 @ 0.14	5.04
Vou Pay	0.90SS
166985 BW DS Letter 144 @ 0.14 Bulk @0.025 Retail After Discounts Business Solutions Pro	20.16 -2.88 17.28 3.60 3.60SS
Business Solutions Pro	2.85\$\$
Subtotal:	7.35 0.66
Sales I ::: Total: MasterCard 7425:	8.01 8.01

AUTH CODE 070645 TDS Swiped SPC CARD# 9728 *************

> Total Savings: \$33.81

If you're not satisfied with your Chase, you can return it, with the Original Incheipt and all

STORE MGR HEBER GONZALEZ 818-881-7020 THANK YOU FOR SHOPPING WITH US! WATER/ MEETING EXP.

GROCERY

2 DTY CRYSTAL GE . CRV SFTDK 24PK NTX Resular Price 9 7.98 S 2.40 S 9.98 2.00-Card Savines

**** BALANCE

0.00

VONS STORE #2039 19333 VICTORY BLVD. RESEDA CA 91335

07/26/16 18:30 Credit Purchase CARD # *********7425 REF: 19001601319 AUTH: 00052170

PAYMENT AMOUNT

10.38

Mastercard

10.38

0.00 CHANGE TOTAL NUMBER OF ITEMS SOLD = 07/26/16 18:30 2039 6 445 8089

83

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11: 013

11: 002

Sale

XXXXXXXXXXXXXXXXX STERCARD

Entry Method: Swiped

0014 000197 Batch#: THE rook

nv III: 000010 pprvd: Online

7/26/16

Customer Copy THANK YOU!

NAME:			Bion	онвовноор в»	CONTROL CONTRO		
	Tarzana NC	***	Paguartar	44212	SY GOT	DAEN	\$
dget Fiscal Year:	2015-16		Requestor: Vendor:	VAR	10126		
quest Date: 6/28/2016		Contract the Contract to	Address:	- VATS			
eeting Date: 6/28/2016	10		City:		State	2:	
enda Item:	ood Purpose Grant	Zip Code	:	Phone:			
Cherences —	. o wp	v Improvement Project	Amount		1005 =		
Contract / Lease Board Men Out of State 1099 Expens	Б П.	onthly Mult	iple # of pays	ments 🔱	VLIMIT	ED	
	ally \$1,000 limit is required for t						
ovide the date(s) and amount r	needed for the daily limit to be in	teu.	nanding resolut	ion as follows: f	For the fiscal year	ar 2016-17, the	TNC authorize
	Treasurer or other designee to pay pro exceed \$75/day for one item and expo- mittees, Board and committee meeting						
ABENDA COM	mittees, Board and committee meetir	igs, officers and commi	mee chan perso	MINISTER STATE			
	Wote Count to	ontinued on page 2 if more	than 20 Board Me	embers)			
*Recused-Boardmembe	r must leave the room prior to a	ny discussion and m	ay not return	to the room u	ntil after the	vote is comple	iea.
A SAN THE RESIDENCE AND A SAN THE SAN		Yes	No	Abstain	*Recused	Absent	Ineligible
oard Member Name	Board Position Board Member						
achar, Guy	Board Member					×	
ori, Reuben	Board Member					X	
urant, Elliot	Board Member	X					
lehinger, Max	Board Member	X	<u> </u>				
arfinkle, David	Board Member				***********************	•	
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Shaffer, Leonard	Board Member	<u> </u>					
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Wieder, Esther	Board Member	X					
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Officers

Leonard J. Shaffer President Eran Heissler 1st VP Jon Reich 2nd VP Harvey Goldberg Treasurer Max Flehinger Exec. Secretary

Board Members

David Garfinkle Esther Wieder Joyce Greene Kenneth Schwartz Reuben Dori Richard Silverman Syed Hussaini **Bob Shmaeff** Terry Saucier

Iris Polonsky

Jeff Mausner

Elliot Durant Ramy Lahav

Guy Bachar

CITY OF LOS ANGELES



TARZANA NEIGHBORHOOD COUNCIL

P.O. Box 571016 Tarzana, CA 91357

TELEPHONE (818) 921-4992 tnc@tarzananc.org www.tarzananc.org

TARZANA NEIGHBORHOOD COUNCIL BOARD MEETING AGENDA Tuesday June 28, 2016 7:00 PM Tarzana Child Care Center 5700 Beckford Ave Tarzana, CA 91356

The public is requested to fill out a "Speaker Card" to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 72 hours prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (213) 978-1551or by e-mail at done@lacity.org.

Call to Order, Roll Call, Welcoming Remarks and Pledge 1.

Approval of minutes of April 26, and May 24, 2016 meeting - Action Item 2.

Remarks by representatives of public officials 3.

Public Comments - Comments from the public on non-agenda items within the Board's subject matter 4. jurisdiction. Public comments are limited to two minutes per speaker.

Committee and other Reports 5.

Outreach

Land Use

Budget

Transportation

Public Safety

Rules

Government Action

Animal Welfare

DWP MOU

Budget Representative

Discussion and motion: Approval of Financial Statements as of May 31, 2016 6.

Discussion and motion: Approval of May 2016 expenditures for submission to DONE (MER) 7.

Discussion and motion: Resolved: The TNC Board approves the Budget Committee's recommendation expend an amount not to exceed \$500.00 for removal of graffiti from the outside wall of the TNC office and meeting room. The vendor will be Graffiti Control Systems. To be classified as Operations, Miscellaneous and come from Unallocated.

Discussion and motion: Resolved: The TNC Board approves the Budget Committee's recommendation 9. for the initial 2016 - 2017 FY budget requests based on revenues of \$37,000 and expenditures of

Operations, \$6,935 and Outreach of \$2,940 for total expenditures of \$9,875 and unallocated expenditures

of \$27,125 for a total of \$37,000.

Discussion and motion: Resolved: The TNC Board approves the Budget Committee's spending resolution as follows: For the fiscal year 2016-17, the TNC authorizes its Treasurer or other designee to 10. pay previously budgeted recurring monthly or periodic expenses, in small amounts, defined as those not to exceed \$75/day for one item and expense classification category. These expenses include, but are not limited to, copies and postage for committees, Board and committee meetings, officers and committee chairperson expenses and etc., and, refreshments for meetings (other than Board meetings) and etc. The recurring expenses are AppleOne, or other temporary staffing agencies for preparation of minutes or other clerical functions not to exceed ("NTE") \$375/meeting, Net Atlantic or other such company for mailing list maintenance and distribution NTE \$45/month and The Web Corner or other such company for web site hosting and maintenance NTE \$150 for each months services and the purchase of food and refreshments for Board meetings from any vendors NTE \$150 per meeting.

Discussion and motion: Resolved: The TNC Board approves the revised 2015-2016 FY budget to 11.

include the above approved expenditures and/or revised expenditures.

Discussion and motion: Resolved: The TNC Board approves the Executive Committee's recommendation to renew the Right of Entry Agreement between the TNC and the Recreation and Parks 12. Dept. for office and meeting space at 5700 Beckford Ave, Tarzana 91356.

Discussion and possible motion: Resolved: The TNC Board approves the Executive Committee's recommendation to appoint an ad hoc committee consisting of no more than 5 Board members to 13. formulate the TNC's Strategic Plan, Outreach Survey for the 2016-2017 FY and Self Assessment for

Discussion and possible motion: Resolved: The TNC Board approves the Executive Committee's recommendation that the TNC participate as a member of the NC Sustainability Alliance.

Discussion and possible motion: Resolved: The TNC Board approves the appointment of Terry Saucier 15. as the TNC representative to the NC Sustainability Alliance.

Discussion and motion: Resolved: The TNC Board approves the Executive Committee's 16.

recommendation to appoint a City Council District 3 liaison.

- Discussion and motion: Resolved: The TNC Board approves the Executive committee's recommendation to submit a revised letter and /or CIS regarding regulation of short term rentals (CPC-17. 2016-12435-CA) to reflect disapproval of any change to the 90 day provision in proposed ordinance dated April 15, 2016.
- President's Remarks 18.

14.

Ethics and funding

Code of Conduct - Possible changes

Public works representative

Retreat - Proposed dates August 1, 10 and 16

- Board Member Comment Comments from Board on subject matters within the Board's jurisdiction 19. Future Agenda Items and other Calendar Events
- Adjournment 20.

For more information about the Tarzana Neighborhood Council visit our web site at www.tarzananc.org

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting, may be viewed at our website by clicking on the following link: http://www.tarzananc.org/boardmeetings.php, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact us at tnc@tarzananc.org or 818-921-4992.

Any materials that may be distributed to a majority of the Board less than 72 hours prior to the above scheduled meeting are available for review by the public at 19040 Vanowen Street, Reseda, CA 91335 or on our website at thc@tarzananc.org

Process for Reconsideration - Reconsideration of Board actions shall be in accordance with the Tarzana Neighborhood Council bylaws.

Tarzana Neighborhood Council Profit & Loss Budget Performance July 2016

400 Neighborhood Purpose Grants OBOL Total 400 Neighborhood Purpose Grants 900 Unallocated Total Expense Excess of Revenues Over/(Under) Expenses	Website Maintenance/Enhancement Mailing List Maintenance Web Site Updates Total Website Maintenance/Enhancement Total 200 Outreach	200 Outreach Advertising Name Plates & Business Cards Outreach Committee Expenses Total Advertising	Telephone Total General Operations & Misc Staffing & Temporary Help Total 100 Operations	Total Board Retreat & Training Budget Committee Land Use Committee Meeting Expense Miscellaneous PO Box Rental Presidents Expenses	Income Funding from DONE Total Income Expense 100 Operations General Operations & Misc Board Retreat & Training Retreat Aug 2016
0.00 0.00 0.00 110.19 \$36,889.81	0.00	0.00	0.00 110.19 0.00 110.19	0.00 0.00 8.01 102.18 0.00 0.00	Jul 16 \$37,000.00 37,000.00
0.00 0.00 0.00 110.19 \$36,889.81	0.00	0.00	0.00 110.19 0.00 110.19	0.00 0.00 8.01 102.18 0.00 0.00	\$37,000.00 37,000.00
250.00 250.00 26,875.00 37,000.00 \$0.00	540.00 1,800.00 2,340.00 2,940.00	500.00 100.00 600.00	75.00 3,685.00 3,250.00 6,935.00	1,000.00 150.00 150.00 1,800.00 200.00 160.00	Annual Budget \$37,000.00 37,000.00

2:31 PM 08/02/16 Cash Basis

Tarzana Neighborhood Council Balance Sheet As of July 31, 2016

	July 31, 2016
ASSETS	
Current Assets	
Checking/Savings	
DONE Funding	\$28,226.61
Union Bank New-2903	8,663.20
Total Checking/Savings	36,889.81
Total Current Assets	36,889.81
TOTAL ASSETS	\$36,889.81
LIABILITIES & EQUITY	
Equity	
Excess of Revenues Over/(Under) Expenses	\$36,889.81
Total Equity	36,889.81
TOTAL LIABILITIES & EQUITY	\$36,889.81