

# Monthly Expenditure Report



Reporting Month: May 2019

Budget Fiscal Year: 2018-2019

NC Name: Van Nuys Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$23794.62	\$1649.72	\$22144.90	\$5811.56	\$0.00	\$16333.34

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$33323.00	\$997.47	\$13467.90	\$811.56	\$12656.34
Outreach		\$652.25		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$3677.00	\$0.00	\$3677.00	\$0.00	\$3677.00
Neighborhood Purpose Grants	\$5000.00	\$0.00	\$5000.00	\$5000.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$18205.38	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	FEDEX OFFIC19000019026	05/06/2019	(Credit card transaction)	General Operations Expenditure	Office	\$20.07
2	ALL RIGHT STORAGE	05/07/2019	(Credit card transaction)	General Operations Expenditure	Office	\$180.00
3	VIP PRINTING	05/08/2019	(Credit card transaction)	General Operations Expenditure	Office	\$75.28
4	VIP PRINTING	05/09/2019	(Credit card transaction)	General Operations Expenditure	Office	\$38.32
5	VIP PRINTING	05/15/2019	(Credit card transaction)	General Operations Expenditure	Office	\$38.32
6	FEDEX OFFIC19000019026	05/21/2019	(Credit card transaction)	General Operations Expenditure	Office	\$0.57
7	FEDEX OFFIC19000019026	05/29/2019	(Credit card transaction)	General Operations Expenditure	Office	\$28.90
8	DNH GODADDY.COM	05/30/2019	(Credit card transaction)	General Operations Expenditure	Office	\$573.60

9	DNH GODADDY.COM	05/31/2019	(Credit card transaction)	General Operations Expenditure	Office	\$6.48
10	ROSE BAKERY	05/08/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$30.25
11	SUBWAY 00011080	05/08/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$122.00
12	Maria Skelton	04/15/2019	A MOTION WAS MADE BY MR. THOMAS 2ND BY MR. LYNN TO...	General Operations Expenditure	Office	\$35.93
13	San Fernando Valley Partnership, Inc	05/07/2019	MOTION TO APPROVE AND NPG NTE \$500 FOR THE SAN FER...	General Operations Expenditure	Outreach	\$500.00
<b>Subtotal:</b>						<b>\$1649.72</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	10/10/2018	Proxy Payment	General Operations Expenditure	Office	\$811.56
2	Northridge Beautification Foundation	05/24/2019	moved by Mr. Thomas to approve NPG from Northridge...	Neighborhood Purpose Grants		\$5000.00
<b>Subtotal: Outstanding</b>						<b>\$5811.56</b>



May 06, 2019 22:33  
Receipt #: 1902245893  
MasterCard #: XXXXXXXXXXXX6849  
2019/05/06 22:09

Page: 1

Qty	Description	Amount
141	ES B&W S/S White 8.5 x11	18.33
	SubTotal	18.33
	Taxes	1.74
	Total	20.07

The Cardholder agrees to pay the Issuer of the charge card in accordance with the agreement between the Issuer and the Cardholder.

**FedEx Office Print & Ship Centers**

5810 SEPULVEDA BLVD.  
VAN NUYS, CA 91411  
(818) 780-2123  
[www.FedExOffice.com](http://www.FedExOffice.com)

Tell us how we're doing and receive  
10% off your next \$25 print order  
at [fedex.com/welisten](http://fedex.com/welisten) or 1-800-398-0242  
Offer Code: \_\_\_\_\_ Offer expires 06/30/19

Get your message out in a big way with  
everything from full-color banners to  
photo-quality posters, yard signs,  
auto magnets and more.

Please Recycle This Receipt

**MAKE CHECK PAYABLE TO**

All Right Storage  
6900 Van Nuys Blvd  
Van Nuys, CA 91405  
818 786 4335

**INVOICE**

Unit 2370  
Tenant 8914  
Invoice 66228  
Invoice Date April 30, 2019  
Due Date May 10, 2019  
  
Amount Due 180.00

Van Nuys Neighborhood Council  
c/o: Jeanette M Hopp  
PO Box 3118  
Van Nuys CA 91407

Please check box if address is incorrect  
and indicate change. Signature is required  
to authorize address changes.

Signature \_\_\_\_\_  
AMOUNT ENCLOSED \_\_\_\_\_

-----  
**DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT**

<u>UNIT</u>	<u>DATE</u>	<u>ITEM/SERVICE</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>DUE</u>
2370	5/10/2019	Rent 5/10-6/9	180.00	0.00	180.00
				Subtotal	180.00
				Taxes	0.00
				Balance Due	180.00

Please remit the total due amount of **180.00** to the above address.

REFERRALS PAY OFF! SEND YOUR FRIENDS AND COLECT YOUR BONUS!  
GET A \$25 CREDIT BY REFERRING A NEW CUSTOMER!  
WE APRECIATE YOUR BUSINESS!









May 21, 2019 21:12  
Receipt #: 1902250490  
MasterCard #: XXXXXXXXXXXX6849  
2019/05/21 21:10

Page: 1

Qty	Description	Amount
4	ES B&W S/S White 8.5 x11	0.52
	SubTotal	0.52
	Taxes	0.05
	Total	0.57

The Cardholder agrees to pay the Issuer of the charge card in accordance with the agreement between the Issuer and the Cardholder.

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(818) 780-2123  
[www.FedExOffice.com](http://www.FedExOffice.com)

Tell us how we're doing and receive  
10% off your next \$25 print order  
at [fedex.com/welisten](http://fedex.com/welisten) or 1-800-398-0242  
Offer Code: \_\_\_\_\_ Offer expires 06/30/19

Get your message out in a big way with  
everything from full-color banners to  
photo-quality posters, yard signs,  
auto magnets and more.

Please Recycle This Receipt





May 29, 2019 21:55

Page: 1

Receipt #: 1902252635

MasterCard #: XXXXXXXXXXXX6849

2019/05/29 21:34

Qty	Description	Amount
4	Self Serve Scan 8.5x11/14, 11x17	1.96
188	ES B&W S/S White 8.5 x11	24.44
SubTotal		26.40
Taxes		2.50
Total		28.90

The Cardholder agrees to pay the Issuer of the charge card in accordance with the agreement between the Issuer and the Cardholder.

**FedEx Office Print & Ship Centers**

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VAN NUYS, CA 91411  
(818) 780-2123  
[www.FedExOffice.com](http://www.FedExOffice.com)

Tell us how we're doing and receive  
10% off your next \$25 print order  
at [fedex.com/welisten](http://fedex.com/welisten) or 1-800-398-0242  
Offer Code: \_\_\_\_\_ Offer expires 06/30/19

Get your message out in a big way with  
everything from full-color banners to  
photo-quality posters, yard signs,  
auto magnets and more.

**Please Recycle This Receipt**



GoDaddy.com, LLC  
14455 N. Hayden Rd.  
Suite 219  
Scottsdale, AZ 85260  
(480) 505-8877

## Receipt

Date: May 30, 2019 7:55 AM

Receipt #: 1501010270

Customer #: 57862627

**Bill To:**

Van Nuys Neighborhood Council .  
Van Nuys Neighborhood Council

PO Box 3118  
Van Nuys, CA 91407  
United States  
+1.8185338662

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**Payment Information:**

Jeanette Hopp  
MasterCard #####6849  
Paid: \$573.60

## Items

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Unlimited Business Email Renewal

Item Number: 10759

Quantity: 1

Term: 1

List Price: \$119.88  
Purchase Price: \$119.88  
ICANN Fee: \$0.00  
Discount: \$0.00  
Subtotal: \$119.88  
Tax: \$0.00  
Total: \$119.88

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Email – Add 1 Additional Address (recurring) – Renewal

Item Number: 564290  
Quantity: 19  
Term: 1

List Price: \$453.72  
Purchase Price: \$453.72  
ICANN Fee: \$0.00  
Discount: \$0.00  
Subtotal: \$453.72  
Tax: \$0.00  
Total: \$453.72

---

Subtotal: \$573.60  
Fees: \$0.00  
Taxes: \$0.00  
**Total: \$573.60** USD



GoDaddy.com, LLC  
14455 N. Hayden Rd.  
Suite 219  
Scottsdale, AZ 85260  
(480) 505-8877

## Receipt

Date: May 31, 2019 11:15 AM

Receipt #: 1501428252

Customer #: 57862627

**Bill To:**

Van Nuys Neighborhood Council .  
Van Nuys Neighborhood Council

PO Box 3118  
Van Nuys, CA 91407  
United States  
+1.8185338662

---

**Payment Information:**

Jeanette Hopp  
MasterCard #####6849  
Paid: \$6.48

## Items

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Private Domain Registration  
VNNC.ORG

Item Number: 7001

Quantity: 1

Term: 0.649

List Price: \$6.48  
Purchase Price: \$6.48  
ICANN Fee: \$0.00  
Discount: \$0.00  
Subtotal: \$6.48  
Tax: \$0.00  
Total: \$6.48

---

Subtotal: \$6.48  
Fees: \$0.00  
Taxes: \$0.00  
**Total: \$6.48** USD

(818)780-6744  
ROSE BAKERY  
15232 VAN OWEN ST  
VAN NUYS, CA 91405

05/08/2019 15:04:08

CREDIT CARD  
MC SALE

Card # XXXXXXXXXXXX6849  
Chip Card: MASTERCARD  
AID: A0000000041010  
ATC: 0033  
ARQC: 67926C2FB5387B9B  
SEQ #: 37  
Batch #: 429  
INVOICE 37  
Approval Code: 077968  
Entry Method: Chip Read  
Mode: Issuer - PIN Bypassed  
Tax Amount: \$0.00  
Cust Code:

SALE AMOUNT \$30.25

CUSTOMER COPY

Rose Bakery  
15232 Vanowen St.  
(818) 780 6744

05/08/2019 3:31PM 05  
000000#8262 Daisy

Cake 1/4	\$30.25
MDSE ST	\$30.25
SBTL VD	-30.25
***TOTAL	\$0.00

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Subway IP LLC

**SUBWAY**

**SUBWAY**

Subway#1108-0 Phone 818-782-9686  
7239 Van Nuys Blvd.  
Van Nuys, CA, 91406  
Served by: 06 5/8/2019 2:19  
Term ID-Trans# 1/4-

Qty	Size	Item	Price
1		Large SndPit	52.00
		-2 Turkey PItPrt	0.00
		-2 Ham PItPrt	0.00
		-Roast Beef PItPrt	0.00
		-2 Tuna PItPrt	0.00
1		Extra Large SndPit	70.00
		-3 Turkey PItPrt	0.00
		-2 Tuna PItPrt	0.00
		-3 Ham PItPrt	0.00
		-2 Roast Beef PItPrt	0.00
Sub Total			122.00
Total (Take Out)			122.00
Credit Card			122.00
Change			0.00

Approval No: 049810  
Reference No: 912821458547  
Card Issuer: Mastercard  
Account No: \*\*\*\*\*6849  
Acquired: Contact\_EMV/Swipe  
Amount: \$122.00  
Date/Time: 5/8/2019 2:19:56 PM

Signature:

x \_\_\_\_\_  
I agree to pay above total amount  
according to the Card Issuer Agreement.

CUSTOMER COPY

Host Order ID: 747-189-159260

Lettuce know how we did today at  
[global.subway.com](http://global.subway.com) and we'll send  
you a sweet offer.

re-ceipt powered by **mobivity**



in the box\*

MARIA

CARRY OUT # 308

Tel(818) 988-4049  
10/27/2018

JIB# 3205  
1:34:03 PM  
Emp franklin

1 Double Jack #5	7.89
Small French Fry	
Small Drink	
3 (2) Tacos	3.87
1 Rg Oreo Shake	3.89
1 Kids CB Meal	4.19
Kid French Fry	
Val Drink	

\*\*\*\*\*

BUY JUMBO JACK OR SUPREME CROISSANT,  
GET SAME FREE!

WHEN YOU TAKE OUR SURVEY.

1) Within 3 days...  
visit [www.JackListens.com](http://www.JackListens.com)  
or call 1-358-876-0461.

2) Enter...  
14 digit code: 982 304 803 650 12

Date of Service: 10/27/2018  
Time of Service: 13:34

3) Write provided validation code here:

Coupon Code: 525

4) Bring this receipt on your next visit.  
One coupon per guest visit. Not valid with  
with other offers. BOGO on same product.  
Offer is valid 7 days after survey  
completion.

\*\*Disponible en español\*\*

\*\*\*\*\*

SubTotal	19.84
Tax	1.88
Total	21.72
Visa	21.72

Acct: xxxxxxxxxxx6409  
Authorization 02070A

Thank you for your visit  
364208

JFBK02  
CUSTOMER Copy



in the box\*

MARIA

CARRY OUT # 306

Tel(818) 988-4049  
10/27/2018

JIB# 3205  
1:31:13 PM  
Emp franklin

2 Jumbo Cheese #4	12.98
Small French Fry	
Small Drink	

\*\*\*\*\*

BUY JUMBO JACK OR SUPREME CROISSANT,  
GET SAME FREE!

WHEN YOU TAKE OUR SURVEY.

1) Within 3 days...  
visit [www.JackListens.com](http://www.JackListens.com)  
or call 1-858-876-0461.

2) Enter...  
14 digit code: 662 304 503 650 22

Date of Service: 10/27/2018  
Time of Service: 13:31

3) Write provided validation code here:

Coupon Code: 525

4) Bring this receipt on your ne  
One coupon per guest visit. Not  
with other offers. BOGO on ser  
Offer is valid 7 days after survey  
completion.

\*\*Disponible en español\*\*

\*\*\*\*\*

SubTotal	12.98
Tax	1.23
Total	14.21
CASH	20.00
Change	5.79

Thank you for your visit

364206

JFBK02





**Neighborhood Council Funding Program**  
**APPLICATION for Neighborhood Purposes Grant (NPG)**



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Van Nuys Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a) San Fernando Valley Partnership, Inc. 95-4495358 CA 4/7/1999  
*Organization Name* *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 1131 Celis St San Fernando CA 91340  
*Organization Mailing Address* *City* *State* *Zip Code*

1c) \_\_\_\_\_  
*Business Address (if different)* *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**  
Albert Melena (818)837-7767 amelena@sfvp.org  
*Name* *Phone* *Email*

2) **Type of Organization- Please select one:**  
 Public School (not to include private schools) **or**  501(c)(3) Non-Profit (other than religious institutions)  
**Attach Signed letter on School Letterhead** **Attach IRS Determination Letter**

3) \_\_\_\_\_  
*Name / Address of Affiliated Organization (if applicable)* *City* *State* *Zip Code*

**SECTION II - PROJECT DESCRIPTION**

4) Please describe the purpose and intent of the grant.

The grant will be used to purchase lunch for 100 volunteers (maximum amount to not exceed \$500) for Assemblymember Adrin Nazarian's 5th Annual Job and Career Fair.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

Creating and bringing jobs back home to the San Fernando Valley is of utmost importance to the Assemblymember and we believe that connecting qualified applicants with businesses is the best way to boost employment and help our local communities.

The event is open to the public. 46 companies will be present looking to fill full-time, part-time and apprentice positions. Candidates of all ages, experience levels, and industries are encouraged to attend. In the past, over 400 members of the community have attended this event and were connected to potential employers.

**SECTION III - PROJECT BUDGET OUTLINE**

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)

Item	Amount of NPG	Total Project Cost
	\$	\$
	\$	\$
	\$	\$

6b)

Item	Amount of NPG	Total Project Cost
	\$	\$
	\$	\$
	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes If Yes, please list names of NCs: \_\_\_\_\_

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs)  No  Yes If Yes, please describe: \_\_\_\_\_

Item	Amount of NPG	Total Project Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 500

10a) Start date: 2 / 22 / 19 10b) Date Funds Required: 2 / 22 / 19 10c) Expected Completion Date: 2 / 22 / 19  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

No  Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

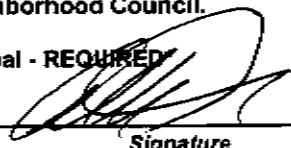
11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

Yes  No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

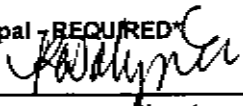
**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED

Albert Melena Executive Director  2/20/19  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED

Rosalyn Son Pv Coordinator  2/20/19  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 07 1999

SAN FERNANDO VALLEY PARTNERSHIP INC  
330 N MACLAY 2ND FL  
SAN FERNANDO, CA 91340

Employer Identification Number:  
95-4495358

DLN:  
17053072768019

Contact Person: TERRY KAYE ID# 31038

Contact Telephone Number:  
(977) 829-5500

Our Letter Dated:  
November 1994

Addendum Applies:  
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

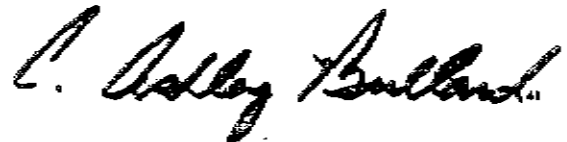
Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

