

Department of Neighborhood Empowerment

Board Vote Form

NC NAME: Granada Hills South

Budget Fiscal Year: 2014-2015

Meeting Date: March 5, 2015

Agenda Item: # VII. 3. B)



USE THIS FORM FOR THE FOLLOWING FUNDING ITEMS:

- ☒ APPROVAL OF MONTHLY EXPENDITURE REPORT
☐ BUDGET PACKAGE APPROVAL / AMENDMENT
☐ APPOINTMENT OF FUNDING OFFICER / CARDHOLDER
☐ OTHER: NON-FUNDING ACTION ITEM

Description: to approve the Monthly Expenditure Report for February, 2015.

Vote Count

*Recused-Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
Jerry Askew, Vice-President	Business					x	
Mike Benedetto	Member-at-Large	x					
Jeffrey Bohrer	Member-at-Large					x	
Bonnie Marie Bursk	Commercial Property Owner					x	
Krisna Crawford-Velasco	Member-at-Large					x	
Arthur Daush Jr.	Seniors					x	
Jeremy "Jett" Dunlap	Member-at-Large					x	
Gina Greschner	Renters					x	
Varun Khurana	Students						x
Sally Kolstad	Education	x					
Deron Lopez	Youth Activities	x					
Eric Mansker	Homeowners	x					
Anthony Matthews, Secretary	Parks and Cultural Org.					x	
Mark Morris	Faith-Based Organizations	x					
Brandon Schindelheim, Treasurer	Member-at-Large	x					
Brad Smith, President	Member-at-Large	x					
Jim Summers	Member-at-Large	x					
Rene Trinidad	Member-at-Large	x					
Ross Turmell	Member-at-Large	x					
Cindy Wu-Freedman	Member-at-Large Community Int.					x	
VACANT	Community Organizations						
		Yes	No	Abstain	*Recused	Absent	Ineligible
NC Quorum: 11	Totals:	10				9	1

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Treasurer's Signature:		Signer's Signature:	
Print/Type name:	Brandon Schindelheim, Treasurer	Print/Type name:	Brad Smith, President
Date:	3/5/2015	Date:	3/5/2015
NC Additional Comments			

Department of Neighborhood Empowerment
Monthly Expenditure Report for: February 28, 2015
NC Name: GHSNC

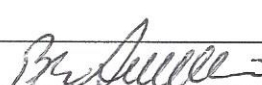
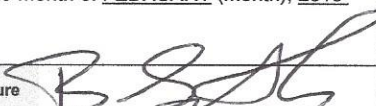
Budget Fiscal Year: 2015

(Must be submitted to the Department within 10 days of Board Approval)



EXPENDITURES BY LINE ITEM (Item/Service Des.)	BUDGET CATEGORY	VENDOR	OUT OF STATE VENDOR	INVOICE NUMBER	1099 Reportable	Total
A. 1. Monthly Expenditures						
Website main. (10/14)	WEB	Aaron DeVandry		GHSNC-30		\$250.00
Website main. (12/14)	WEB	Aaron DeVandry		GHSNC-32		\$250.00
Website main. (1/15)	WEB	Aaron DeVandry		GHSNC-33		\$250.00
Temp Services for Meetings (02/15)	TAC	Partners in Diversity		020645		\$158.73
Food Meeting (02/15)	EVE	Togo's		N/A		\$117.00
PO Box	MEE	Postal Plus		N/A		\$150.00
GHSNC storage locker (11-12/14)	FAC	Public Storage		535064342		\$224.00
Food Special Meeting (02/15)	EVE	Togo's		N/A		\$99.00
Food Special Meeting (02/15)	EVE	Ralph's		N/A		\$5.59
Bank fees	MEE	Union Bank		N/A		\$111.00
Tree Lighting Veteran's Park	EVE	R&C Tree Company		2349		\$3,500.00
A SUBTOTAL: Expenditures by Line Item						\$5,115.32
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$13,889.41
OUTSTANDING COMMITMENTS						
C. 1. Outstanding Checks						
C. 2. Outstanding Demand Warrants						
C. 3. Rent/Lease						
C. 4. Contractual Services						
C. 5. Large Purchases						
C. 6. Neighborhood Purpose Grants in process						
C. 7. Temporary Staffing Services						
C. 8. Storage						
C. 9. Other (Bus. Cards \$500; CERT \$500, \$5000 clock; \$1500 GH Parade; \$300 signs; \$500 tables/chairs; \$3.23 Halloween; \$100 Forum; \$500 Egg hunt)						\$8,903.23
C SUBTOTAL: Outstanding Commitments						\$8,903.23
D Total Expenditures & Commitments (D = A + B + C)						\$27,907.96
E Total Adjustments by Department						\$0.00
F Approved Budget 2014-2015						\$37,000.00
G Balance of Budget (G = F minus D)						\$9,092.04

CASH Status Analysis						
Category Identifier	Budget Category	Budget (A)	Cash Deposited to Date	Uncommitted Balance	Cash Spent to date (D)	Cash In-Bank Remaining Balance
100	Operations	\$5,660.00	\$9,094.11	-\$3,434.11	\$4,974.47	\$4,119.65
200	Outreach	\$21,700.00	\$8,422.70	\$13,277.30	\$9,133.67	-\$710.96
300	Community Improvement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400	NPG	\$9,640.00	\$4,640.00	\$5,000.00	\$4,640.00	\$0.00
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$22,156.81	\$14,843.19	\$18,748.13	\$3,408.68

NEIGHBORHOOD COUNCIL CERTIFICATION			
<p>We, <u>BRANDON SCHINDELHEIM</u> (Treasurer Name) and <u>BRAD SMITH</u> (Signer Name), declare that we are the Treasurer and Signer, respectively of the <u>GRANADA HILLS SOUTH</u> Neighborhood Council (NC) and that on <u>03/06/15</u> (date adopted), a Brown Act noticed public meeting was held by the <u>GRANADA HILLS SOUTH</u> NC with a quorum of <u>10</u> (number) board members present and that by a vote of <u>10</u> (number) yes, <u>0</u> (number) no, and <u>0</u> (number) abstentions the <u>GRANADA HILLS SOUTH</u> NC adopted the Monthly Expenditure Report for the month of <u>FEBRUARY</u> (month), <u>2015</u> (year).</p>			
Treasurer Signature 		Signer's Signature 	
Print Name BRANDON SCHINDELHEIM		Print Name BRAD SMITH	
Date 2/5/2015		Date 2/5/2015	
NC Additional Comments			



STATEMENT OF ACCOUNTS

UNION BANK
CENTURY CITY 0206
PO BOX 512380
LOS ANGELES CA 90051-0380

Page 1 of 2
Statement Number: 0053624706
01/31/15 - 02/27/15

Telephone Banking
For 24-hour Automated Direct Service
800-238-4486
800-826-7345(TDD)
Representatives are available
Monday through Saturday

To open additional accounts,
or apply for loans, call your
banking office at 310-551-8900

You may also access your account online
at unionbank.com

Thank you for banking with us
since 2014

GRANADA HILLS SOUTH NEIGHBORHOOD COUNCIL
200 N SPRING ST FL 20
LOS ANGELES CA 90012-4801

- Merchant Services has a variety of secure processing solutions that are compliant with cardholder security standards. Get up to \$300 in rebates when you apply and are approved for a new Merchant Services account by 3/31/15. Call or stop by a branch office or see unionbank.com/merchantofferUB for details.

Business Basics Checking Summary

Account Number: 0053624706

Days in statement period: 28

Balance on 1/31	\$	2,497.42
Additions		6,269.21
Subtractions		-5,357.95
	Checks	-4,651.36
	Purchases	-595.59
	Other Withdrawals	-111.00
Balance on 2/27	\$	3,408.68
Statement Average Ledger Balance		2,464.29

① Ignore ② Funding Request

Additions

Date	Description/Location	Reference	Amount
2/2	CITY OF LOS ANGE EFT PAYMT PPD *****0735	55351409	\$ 1,502.58
2/13	REVERSAL OF CHECK # 5018	99545376	242.63
2/18	CITY OF LOS ANGE EFT PAYMT PPD *****0735	56683093	4,524.00
Total			\$ 6,269.21

Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5018	2/12	07580938	242.63	5021	2/10	06097776	250.00
5019	2/10	06097780	250.00	5022	2/17	07763170	250.00
5020	2/11	06766144	3,500.00	5023	2/23	06852826	158.73
Total							\$ 4,651.36

Purchases ATM card and Debit card™ purchases

Date	Description/Location	Reference	Amount
2/5	TOGO'S GRA 18080 Chatswort 818-363-7799 CA	70353576	\$ 117.00
2/5	POSTAL PLU 11024 BALBOA BL GRANADA HILLS CA	70350394	150.00
2/5	PUBLIC STO 18175 CHATSWORT GRANADA HILLS CA	70357266	224.00
2/24	RALPHS 18010 CHATSWORT GRANADA HIL CA	70552380	5.59

Purchases ATM card and Debit card™ purchases

Date	Description/Location	Reference	Amount
2/26	TOGO'S GRA 818-363-7799 CA 818-363-7799 CA	70574229	99.00
Total			\$ 595.59

Other Withdrawals including fees and adjustments

Date	Description/Location	Reference	Amount
2/12	TOTAL OD ITEM PAID FEES	99521549	\$ 33.00
2/13	TOTAL OD ITEM RETURNED FEES	99521502	33.00
2/17	CONTINUED OVERDRAFT FEE		7.00
2/18	TOTAL OD ITEM PAID FEES	99523419	33.00
2/27	SERVICE CHARGE W/PAPER STATEMENT		5.00
Total			\$ 111.00

About Your Monthly Service Charge

You can avoid a monthly service charge in one of the following ways

- keep at least \$1,000.00 in your account at all times
- keep an average balance of at least \$3,000.00 in your checking account — your average checking balance between 1/31 and 2/27 was \$ 2,464.29
- keep a Combined Balance of at least \$5,000.00 in your combined checking, savings, time deposit and money market accounts — your Combined Balance between 1/31 and 2/27 was \$ 2,464.29

Your account was charged a monthly service charge. You may be able to avoid this charge in the future by changing to a different type of account. Call Telephone Banking at 800-238-4486 for details.

Information and Banking Office Services

For each monthly statement period your account includes:

- Unlimited free Information Services calls to 24-hour Automated Direct Service
- Banking office Information Services calls are \$0.00
- Banking office deposits are \$0.00

Your account was not charged for information and banking office services during the statement period.

Aaron DeVandry
3912 Riviera Grv, Apt 102
Colorado Springs CO 80922
Phone: 818-613-8261



Granada Hills South Neighborhood Council
Brandon Schindelheim
11024 Balboa Blvd., Box 767
Granada Hills CA 91344

Invoice #:	GHSNC30
Date:	November 2, 2014
Amount Due USD:	\$0.00

To View Your Invoice Online »

1. Go to: <https://concepttweb.freshbooks.com/code>
2. Enter this code: VJY2f3UmS8BvQDk

Item	Description	Unit Cost (\$)	Quantity	Price (\$)
GHSNC Website Maintenance	October 2014	250.00	1	250.00
NOTES: Thank you, Granada Hills South NC!				
-Aaron				
Subtotal:				250.00
Total:				250.00
Amount Paid:				-250.00
Balance Due USD:				\$0.00

2015-049

Aaron DeVandry
3912 Riviera Grv, Apt 102
Colorado Springs CO 80922
Phone: 818-613-8261



Granada Hills South Neighborhood Council
Brandon Schindelheim
11024 Balboa Blvd., Box 767
Granada Hills CA 91344

Invoice #:	GHSNC32
Date:	January 5, 2015
Amount Due USD:	\$0.00

To View Your Invoice Online »

1. Go to: <https://concepttweb.freshbooks.com/code>
2. Enter this code: fQVKRiVdjbFWdVV

Item	Description	Unit Cost (\$)	Quantity	Price (\$)
GHSNC Website Maintenance	December 2014	250.00	1	250.00
NOTES: Thank you, Granada Hills South NC!				
-Aaron				
Subtotal:				250.00
Total:				250.00
Amount Paid:				-250.00
Balance Due USD:				\$0.00

2015-050

Aaron DeVandry
3912 Riviera Grv, Apt 102
Colorado Springs CO 80922
Phone: 818-613-8261



Granada Hills South Neighborhood Council
Brandon Schindelheim
11024 Balboa Blvd., Box 767
Granada Hills CA 91344

Invoice #:	GHSNC33
Date:	February 16, 2015
Amount Due USD:	\$0.00

To View Your Invoice Online »

1. Go to: <https://concepttweb.freshbooks.com/code>
2. Enter this code: 3RHa9G6eJ8XGS3pZ

Item	Description	Unit Cost (\$)	Quantity	Price (\$)
GHSNC Website Maintenance	January 2015	250.00	1	250.00
NOTES: Thank you, Granada Hills South NC!				
-Aaron				
Subtotal:				250.00
Total:				250.00
Amount Paid:				-250.00
Balance Due USD:				\$0.00

245-051

PAGE 1

CUST# 02-0136

DATE 02/09/15

INVOICE# 020645

TERMS: DUE UPON RECEIPT

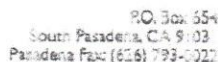
WEEK				OT	OT	
END	EMPLOYEE	HOURS	RATE	HOURS	RATE	TOTAL
02/08	LEVIN, DAVID L	6.50	24.42			158.73
	ADMIN. MINUTE TAKER		DEPT#: GHSOUTH			
		-----		-----		
		6.50		.00		

			TOTAL DUE:			158.73

TOTAL DUE: 158.73

2015-052

We are an equal opportunity employer. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.



Approved Hours 6.5	Overtime Hours —	Signature <i>[Signature]</i>
For Office Use Only		
Week Ending 2-8-75	Total Hours	On Hours Off Hours

NOTICE TO EMPLOYEE
This time card slip must be filled in completely and so

[illegible]

2015-052

Postal Plus
11024 Balboa Blvd.
Granada Hills, CA 91344
Phone (818)366-0360
Fax (818)366-0370

HOUSE OF THE \$5.00 NOTARY

2015-054

Date: 02/04/15 Time: 15:10:10

Sale

Result: CAPTURED
Auth No: 608831
Reference: 00000012
Ticket No: 062605
Sequence #: 23773
TroutD: 23773
Account No: 55XXXXXXXXXX6670
Magnetic Stripe Read
Card Issuer: MC
Card Member: SMITH/BRADLEY
Amount: 150.00

Signature X.....

I Agree to Pay Above Total Amount
According to Card Issuer Agreement
(Merchant Agreement if Credit Voucher)

(CUSTOMER COPY)

Togo's

18080 Chatsworth St, Ste 2B
Granada Hills, CA
Phone (818) 363-7799
Fax (818) 363-7720

60053 Kayla

2015-053

Check: 2968

02/04/2015 01:20PM

Guests: 1

Take Out

1	CA Fav TASTE Sand LG	75.00
1	CA CAL Fav Sand SM	55.00
	Togo % off ORDER	-13.00
	CC-Mastercard	117.00
	*****6670	

Subtotal	117.00
Discount	-13.00
Sales Tax	0.00
Payment	117.00
Change Due	\$0.00

----- Check Closed -----
02/04/2015 01:21:13PM

Thank you, have a great day!

AVOID THE LUNCH CROWD
ORDER ONLINE
WWW.TOGOS.COM/ORDERONLINE

Order Number: 2968

Togo's

18080 Chatsworth St, Ste 2B
Granada Hills, CA
Phone (818) 363-7799
Fax (818) 363-7720

60053 Kayla

2015-056

Check: 2029

Guests: 1

02/24/2015 12:54PM

Take Out

1 CA Fav TASTE Sand SM 55.00
1 CA CAL Fav Sand SM 55.00
Togo % off ORDER -11.00
CC-Mastercard 99.00
*****6670

Subtotal 99.00
Discount -11.00
Sales Tax 0.00
Payment 99.00

Change Due \$0.00

Check Closed

02/24/2015 12:55:15PM

Thank you, have a great day!

AVOID THE LUNCH CROWD
ORDER ONLINE
WWW.TOGOS.COM/ORDERONLINE

Order Number: 2029

Postal Plus
11024 Balboa Blvd.
Granada Hills, CA 91344
Phone (818) 366-0360
Fax (818) 366-0370

HOUSE OF THE \$5.00 NOTARY

2015-054

Renew Mailbox #767 150.00
Term: 1/25/15 to 1/25/16

SUBTOTAL 150.00
TAX 0.00
TOTAL 150.00
TEND MasterCard 150.00

GRANADA HILLS SOUTH N.C.: J...

02/04/2015

#276488

03:10 PM

CCTran#23773

Thank you for your business

{low prices}

@ Ralphs

2015-057

18010 Chatsworth St.
(818) 831-6556
YOUR CASHIER WAS Cheryl R

KR WATER 32/8FO RC 3.99 F
CA REDEM VAL 1.60 F
SC RALPHS SAVED YOU 0.50
RALPHS rewards CUSTOMER *****9082
TAX 0.00
**** BALANCE 5.59

703 Ralphs #646
18010 Chatsworth St.
Granada Hills CA 91344
MASTERCARD Purchase
*****6670
TOTAL: 5.59
REF#: 000000

MASTERCARD 5.59
CHANGE 0.00
TOTAL NUMBER OF ITEMS SOLD = 2
02/24/15 01:01pm 646 9 46 363

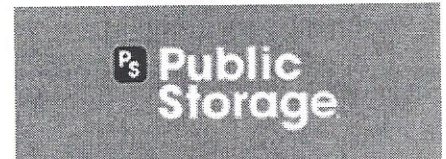
Tell Us How We Are Doing!
Earn 50 BONUS FUEL POINTS!

67676 - GRANADA HILLS / CHATSWORTH AVE.

18175 Chatsworth Ave

Granada Hills, CA 91344-5613

Phone: (818) 832-2343



David Beauvais
17515 Horace St.
Granada Hills, CA 91344

Account #13943765, Rent Payment Receipt #535064342

02/04/2015 1:10:33 PM

Unit #: C208					
Rent:	\$112.00	Rent Tax:	\$0.00	Insurance:	\$0.00
Monthly Payment:	<u>\$112.00</u>	Next Pmt. Due:	04/01/2015	Payment Method:	In Advance
	<u>Previous Balance</u>	<u>Credits</u>	<u>Payment</u>	<u>Remaining Balance</u>	
Rent	\$112.00	\$0.00	\$224.00	-\$112.00	
Tax	\$0.00	\$0.00	\$0.00	\$0.00	
Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
Fees	\$0.00	\$0.00	\$0.00	\$0.00	
Misc	\$0.00	\$0.00	\$0.00	\$0.00	
Total	<u>\$112.00</u>	<u>\$0.00</u>	<u>\$224.00</u>	<u>-\$112.00</u>	

Total Previous Bal.	\$112.00
Total Credits	\$0.00
Cash	
Check	
Credit Card	\$224.00 *****6670
Total Payment	\$224.00
Total Remaining Bal.	-\$112.00

Card Member agrees to pay total credit card amount in accordance with agreement governing use of such card:

x

FEB. MAR 01 STORAGE UNIT
RENTALS

2015-055

Thank you for choosing Public Storage!

Neighborhood Council Funding Program
FUNDING REQUEST FORM

ADMINISTRATIVE SVCS
DONE

EMPOWER LA
DEPARTMENT OF
NEIGHBORHOOD EMPOWERMENT

Complete this form to request funding

REQUEST DATE: Nov. 6 2014

2014 DEC -5 P 3:28

Amount Requested: \$ 3,500.00

NEIGHBORHOOD COUNCIL: Granada Hills South

Please complete all of the following and answer questions A-D:

Name of Requester: Brandon Schindelheim

A. Are you a board member of this Neighborhood Council?

☒ Yes ☐ No

If "yes," is this request on behalf of a

B. Is this a request for recurring payment? (If "yes" Term: Please Choose)

☐ Yes ☒ No

NC Committee? ☐ Yes ☒ No

C. Is this request a payment for services requiring a 1099?

☐ Yes ☒ No

Committee:

D. Is this a request for an out-of-state vendor?

☐ Yes ☒ No

Remittance:

Payable to: R&C Tree Company

8341 Keokuk Ave

Address:

Winnetka

City

CA

State

91306

Zip:

rc-treecompany@gmail.com

Email Address

818-775-1913

Contact Phone number

Notes and / or Public Benefit Statement (Describe how these funds will benefit the this neighborhood):

Nov. 6, 2014 Agenda Item #VIII. 1. a) will support GHSNC community outreach and the GHSNC's ties with the community. FUNDING WILL BE USED TO INSTALL (AND REMOVE AT CONCLUSION) ANNUAL LIGHTS IN THE HEART OF GHSNC ON THE TREE AT THE VETERAN'S PARK TRIANGLE FOR THE HOLIDAY SEASON.

DECLARATION

I, the Requester, understand that I am requesting public funds from the Neighborhood Council and that such funds are restricted under the guidelines set forth by the Department of Neighborhood Empowerment. I declare that this funding request does not pose any potential conflict of interest for any Board Member and will provide any documentation requested by the Department to authorize payment or review the appropriateness of the request.

Brandon Schindelheim
Requester's Signature

Nov. 6, 2014

Date

NEIGHBORHOOD COUNCIL USE ONLY
(Board Vote Count Form must accompany this form)

Brandon Schindelheim

TREASURER'S Name

Signature

Date

Brad Smith

2nd Signer's Name

Signature

Date

Board Action:

☐ DENIED (date):

☒ Approved for: \$ 3,500.00

☐ Amended for: \$

NC Budget Category: 200 - Outreach

AUTHORIZATION CATEGORY:

☐ NPG

☐ CIP

☐ Contract

☐ Lease

☐ Sponsored Event

☐ > \$2,500

☐ Advanced Payment

DEPARTMENT USE ONLY

☐ Approved

☐ Denied

Authorization Code: GHSNC2014-005

1st Lvl | date: 12/10/14

2nd Lvl | date: 12/10/14

Department Notes: