

# Monthly Expenditure Report



**Reporting Month: April 2019**

**Budget Fiscal Year: 2018-2019**

**NC Name: Lake Balboa  
Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$16630.67	\$5425.17	\$11205.50	\$3129.02	\$2000.00	\$6076.48

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25000.00	\$941.24	\$-1480.90	\$0.00	\$-1609.92
Outreach		\$3483.93		\$129.02	
Elections		\$1000.00		\$0.00	
Community Improvement Project	\$8500.00	\$0.00	\$4186.40	\$0.00	\$4186.40
Neighborhood Purpose Grants	\$8500.00	\$0.00	\$8500.00	\$3000.00	\$5500.00
Funding Requests Under Review: \$2000.00		Encumbrances: \$0.00		Previous Expenditures: \$25369.33	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_lakebal	04/01/2019	(Credit card transaction)	General Operations Expenditure	Office	\$90.00
2	PUBLIC STORAGE 26311	04/02/2019	(Credit card transaction)	General Operations Expenditure	Office	\$315.00
3	PIP PRINTING #756	04/03/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$198.04
4	PIP PRINTING #756	04/09/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$467.13
5	PIP PRINTING #756	04/29/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$818.76
6	SQ PACIFIC CRUST P	04/12/2019	(Credit card transaction)	General Operations Expenditure	Elections	\$1000.00
7	AT&T Messaging	03/11/2019	Messaging Service	General Operations Expenditure	Office	\$81.80
8	Budget Advocates	03/18/2019	\$500 payment to support the Budget Advocates	General Operations Expenditure	Outreach	\$500.00





# Invoice

Invoice number: 3568143932

Google LLC

1600 Amphitheatre Pkwy

Mountain View, CA 94043

United States

Federal Tax ID: 77-0493581

## Bill to

Treasurer LBNC

Lake Balboa Neighborhood Council

PO Box 7720

Lake Balboa, CA 91409

United States

## Details

Invoice number ..... 3568143932  
Invoice date ..... Mar 31, 2019  
Billing ID ..... 3957-9213-5547  
Domain name ..... lakebalboanc.org

## Google Cloud - GSuite

Total in USD **\$90.00**

## Summary for Mar 1, 2019 - Mar 31, 2019

Subtotal in USD \$90.00  
Tax (0%) \$0.00  
Total in USD \$90.00

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
G Suite Basic	Usage	Mar 1 - Mar 31	18	90.00
Subtotal in USD				\$90.00
Tax (0%)				\$0.00
Total in USD				<b>\$90.00</b>



**From:** Public Storage DoNotReply@publicstorage.com  
**Subject:** Your AutoPay confirmation  
**Date:** April 3, 2019 at 8:42 AM  
**To:** treasurer@lakebalboanc.org



## Thanks for your AutoPay payment!

Hi LINDA,

We're confirming that a payment in the amount of \$315.00 was made on 04/02/2019 from your CreditCard account ending in 1518.

Your confirmation number for this transaction is 058408.

### Your Account Details [Log In](#)

**LINDA GRAVANI**

<b>ACCOUNT NUMBER:</b>	19335173
<b>PHONE:</b>	(818) 481-0714
<b>EMAIL:</b>	treasurer@lakebalboanc.org

### Payment Details

<b>STORAGE LOCATION:</b>	7660 Balboa Blvd Van Nuys, CA 91406
--------------------------	--

(818) 528-6371

**SPACE NUMBER:** A001

**SPACE SIZE:** 5x18

**PAYMENT AMOUNT: \$315.00**

	PAST DUE/DUE NOW	DUE NEXT 05/01/2019
RENT	\$0.00	\$300.00
INSURANCE	\$0.00	\$15.00
TOTAL	\$0.00	\$315.00

Glad to have you with us,  
**Your Public Storage Team**

**Public Storage**

CONNECT:



**BLOG**

Please do not reply to this email; it will not get through. If you'd like to reach us please contact your location manager or visit [PublicStorage.com](https://www.PublicStorage.com). Thanks!

The information contained in this email message is confidential and intended only for the recipient to which it was addressed.

© 2019 Public Storage. All rights reserved.

[PublicStorage.com](https://www.PublicStorage.com) | [U.S. Locations](#) | [Privacy Policy](#) | [Accessibility](#) | [Terms & Conditions](#) | [Contact Us](#)

**See Reverse Side for Terms & Conditions**



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
 Tel: (818) 986-9245 • Fax: (818) 995-7955  
 pipsfv.com • dox@pipsfv.com

# Invoice

No. **86258**

Date 4/1/19

Customer P.O. No.  
 Jim Stein

**SOLD TO**  
 Lake Balboa Neighborhood Council  
 PO Box 7720  
 Lake Balboa CA 91409-7688  
 James Brown  
 Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
100	Board Elections Flyer - Color, 8.5 x 11 white 20# Bond 11 x 17, Printed on 2 sides	\$ 33.50
Sales Rep: Mellissa Taken by: Mellissa Account Type: Charge Board Elections Flyer		<b>SUB TOTAL</b> \$ 33.50
LBNC Printing		<b>TAX</b> \$ 3.18
		<b>SHIPPING</b> \$ 0.00
		<b>TOTAL</b> \$ 36.68

**PAID**

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

**NOTE:** There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: \_\_\_\_\_

Received By: **X** \_\_\_\_\_ Date: \_\_\_\_\_

☐ Cash Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_

☐ PIP Charge Balance Due: \_\_\_\_\_

☒ Credit Card **MC**



See Reverse Side for Terms & Conditions





16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
Tel: (818) 986-9245 • Fax: (818) 995-7955  
pipsfv.com • dox@pipsfv.com

# Invoice

No. **86199**

Date **3/28/19**

Customer P.O. No.  
Jim Stein

**SOLD TO**  
Lake Balboa Neighborhood Council  
PO Box 7720  
Lake Balboa CA 91409-7688  
James Brown  
Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
500	Meet The Candidates, 8.5 x 11 white 20# Bond 11 x 17, Printed on 2 sides	\$ 133.50
Sales Rep: PIP Printing 756 Taken by: 16525 Sherman Way Unit C-11 Account Type: Van Nuys, CA 91406 Meet The C 818-986-9245 April 3, 2011		<b>SUB TOTAL</b> \$ 133.50 <b>TAX</b> \$ 12.68 <b>SHIPPING</b> \$ 0.00 <b>TOTAL</b> \$ 146.18

**PAID**

PIP PRINTING is that you fail to for loss of custo

Transaction ID: 03/28/2019 14:09:01  
Card Type: MasterCard  
Auth. Code: 040045  
Response: AUTH/TKT  
TRANS ID: MCPHE5BIY0328

**Credit Sale:**  
Amount: \$495.59  
STAN: 002  
Auth. Code: 040045  
Response: AUTH/TKT  
TRANS ID: MCPHE5BIY0328

Mode: Issuer  
ATD: A0000000041010  
TVR: 0000088000  
IAD: 01106070032200004F98000000000000  
QOFF  
TSI: E800  
ARC: 00

CUSTOMER COPY

Thank you!

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: \_\_\_\_\_

Received By: *Jim Stein* Date: \_\_\_\_\_

☐ Cash Deposit: \_\_\_\_\_  
☐ Check # Amount: \_\_\_\_\_  
☐ PIP Charge Balance Due: \_\_\_\_\_  
☒ Credit Card *MC*

See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
 Tel: (818) 986-9245 • Fax: (818) 995-7955  
 pipsfv.com • dox@pipsfv.com

# Invoice

No. **85961**

Date 3/12/19

Customer P.O. No.  
 James Brown

S  
O  
L  
D  
T  
O

Lake Balboa Neighborhood Council  
 PO Box 7720  
 Lake Balboa CA 91409-7688  
 James Brown  
 Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
70	Active Shooter Program - COLOR, 8.5 x 11 White 20# Bond 8.5 x 11, Printed on 1 side	\$ 17.50
Sales Rep: Mellissa		<b>SUB TOTAL</b>
Taken by: Mellissa		\$ 17.50
Account Type: Charge		<b>TAX</b>
Active Shooter Program		\$ 1.66
Active Shooter Program		<b>SHIPPING</b>
		\$ 0.00
		<b>TOTAL</b>
		\$ 19.16

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: JAMES BROWN

Received By: X JAMES BROWN Date: 3/12

- ☐ Cash Deposit: \_\_\_\_\_
- ☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_
- ☐ PIP Charge Balance Due: \_\_\_\_\_
- ☐ Credit Card \_\_\_\_\_



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
Tel: (818) 986-9245 • Fax: (818) 995-7955  
pipsfv.com • dox@pipsfv.com

## Invoice

No.

**85937**

Date

3/11/19

Customer P.O. No.

James Brown

S  
O  
L  
D  
T  
O

Lake Balboa Neighborhood Council  
PO Box 7720  
Lake Balboa CA 91409-7688  
James Brown  
Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
40	West Valley CPAB Meeting Minutes Feb. 13th- B&W, 8.5 x 11 White 20# Bond 8.5 x 11, 3 sheets, copied on 1 side	\$ 9.56
Sales Rep: Mellissa Taken by: Mellissa Account Type: Charge  West Valley CPAB Meeting		<b>SUB TOTAL</b> \$ 9.56
Lake Balboa Printing		<b>TAX</b> \$ 0.91
<i>Pickup JB</i>		<b>SHIPPING</b> \$ 0.00
		<b>TOTAL</b> \$ 10.47

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: JAMES BROWN

Received By: X [Signature]

Date: 3/11/19

☐ Cash

Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_

Amount: \_\_\_\_\_

☐ PIP Charge

Balance Due: \_\_\_\_\_

☐ Credit Card \_\_\_\_\_



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
 Tel: (818) 986-9245 • Fax: (818) 995-7955  
 pipsfv.com • dox@pipsfv.com

# Invoice

No.  
**85904**

Date  
 3/7/19

Customer P.O. No.  
 James Brown

S  
O  
L  
D  
T  
O

Lake Balboa Neighborhood Council  
 PO Box 7720  
 Lake Balboa CA 91409-7688  
 James Brown  
 Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
25	Fireworks Pole Signs 18x24 4MM White Coroplast with Grommets per sample 4/0	\$ 186.38
Sales Rep: Brian Taken by: admin Account Type: Charge		SUB TOTAL \$ 186.38
Fireworks Pole Signs		TAX \$ 17.71
		SHIPPING \$ 0.00
		TOTAL \$ 204.09

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: James Brown

Received By: X [Signature] Date: 3/12

☐ Cash Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_

☐ PIP Charge Balance Due: \_\_\_\_\_

☐ Credit Card \_\_\_\_\_



See Reverse Side for Terms & Conditions





16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
 Tel: (818) 986-9245 • Fax: (818) 995-7955  
 pipsfv.com • dox@pipsfv.com

# Invoice

No.  
**85899**

Date  
 3/7/19

Customer P.O. No.  
 James Brown

S  
O  
L  
D  
  
T  
O  
  
Lake Balboa Neighborhood Council  
 PO Box 7720  
 Lake Balboa CA 91409-7688  
 James Brown  
 Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
150	Run, Hide, Fight- Color, 8.5 x 11 white 70# Husky Offset 11 x 17, Printed on 2 sides	\$ 74.25
Sales Rep: Melissa Taken by: Melissa Account Type: Charge  Run, Hide, Fight  Run, Hide, Fight		<b>SUB TOTAL</b> \$ 74.25 <b>TAX</b> \$ 7.05 <b>SHIPPING</b> \$ 0.00 <b>TOTAL</b> \$ 81.30

*Picked up JFZ*

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: James Brown

Received By: X [Signature] Date: 3/8/19

- ☐ Cash Deposit: \_\_\_\_\_  
☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_  
☐ PIP Charge Balance Due: \_\_\_\_\_  
☐ Credit Card \_\_\_\_\_



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
Tel: (818) 986-9245 • Fax: (818) 995-7955  
pipsfv.com • dox@pipsfv.com

## Invoice

No.

**85878**

Date

3/6/19

Customer P.O. No.

James Brown

S  
O  
L  
D  
  
T  
O

Lake Balboa Neighborhood Council  
PO Box 7720  
Lake Balboa CA 91409-7688  
James Brown  
Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
50	Active Shooter Program - COLOR, 8.5 x 11 White 20# Bond 8.5 x 11, Printed on 1 side	\$ 12.50
Sales Rep: Mellissa Taken by: Mellissa Account Type: Charge  Active Shooter Program		<b>SUB TOTAL</b> \$ 12.50
Active Shooter Program		<b>TAX</b> \$ 1.19
<i>Picked JB 3/6</i>		<b>SHIPPING</b> \$ 0.00
		<b>TOTAL</b> \$ 13.69

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: *JAMES BROWN*

Received By: X *[Signature]* Date: *3/6/19*

☐ Cash Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_

☐ PIP Charge Balance Due: \_\_\_\_\_

☐ Credit Card \_\_\_\_\_



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
 Tel: (818) 986-9245 • Fax: (818) 995-7955  
 pipsfv.com • dox@pipsfv.com

# Invoice

No. **85807**

Date  
3/4/19

Customer P.O. No.  
James Brown

S  
O  
L  
D  
  
T  
O  
  
Lake Balboa Neighborhood Council  
 PO Box 7720  
 Lake Balboa CA 91409-7688  
 James Brown  
 Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
100	Anti-Fireworks- Single Sided - B&W , 8.5 x 11 White 20# Bond 8.5 x 11, 2 sheets, Printed on 1 side	\$ 18.90
Sales Rep: Mellissa Taken by: Mellissa Account Type: Charge  Anti-Fireworks		<b>SUB TOTAL</b> \$ 18.90 <b>TAX</b> \$ 1.80 <b>SHIPPING</b> \$ 0.00 <b>TOTAL</b> \$ 20.70

Lake Balboa Printing

*[Handwritten Signature]*

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: *[Handwritten Signature]*

Received By: X *[Handwritten Signature]* Date: *3/4/19*

- ☐ Cash Deposit: \_\_\_\_\_  
☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_  
☐ PIP Charge Balance Due: \_\_\_\_\_  
☐ Credit Card \_\_\_\_\_



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
Tel: (818) 986-9245 • Fax: (818) 995-7955  
pipsfv.com • dox@pipsfv.com

# Invoice

No.

**86384**

Date

4/9/19

Customer P.O. No.

James Brown

S  
O  
L  
D  
T  
O  
  
Lake Balboa Neighborhood Council  
PO Box 7720  
Lake Balboa CA 91409-7688  
James Brown  
Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
60	CPAB Minutes March (pg.1 & 2), 8.5 x 11 White 20# Bond 8.5 x 11, copied on 2 sides	\$ 8.67
60	CPAB Minutes March (pg. 3), 8.5 x 11 White 20# Bond 8.5 x 11, copied on 1 side	\$ 5.67
<div> <div> <div>PAID</div> <div>Picked up 4/9</div> </div> <div> <div>CPAB Minutes March</div> <div> <div>Transaction #: 1</div> <div>Card Type: MasterCard</div> <div>Account: *****1518</div> <div>Entry: Chip</div> </div> </div> </div>		<div> <div>SUB TOTAL</div> <div>\$ 14.34</div> </div> <div> <div>TAX</div> <div>\$ 1.36</div> </div> <div> <div>SHIPPING</div> <div>\$ 0.00</div> </div> <div> <div>TOTAL</div> <div>\$ 15.70</div> </div>

04/29/2019 10:59:35  
Merchant ID: \*\*\*\*\*0596  
Device ID: 0811  
Terminal ID: PPX1.

## Credit Sale:

Transaction #: 1  
Card Type: MasterCard  
Account: \*\*\*\*\*1518  
Entry: Chip

Amount: \$818.76

STAN: 001  
Auth. Code: 065369  
Response: AUTH/TKT  
TRANS ID: MCPFXITCF0429

Mode: Issuer  
AID: A0000000041010  
TVR: 0000088000  
IAD: 0110607003220000D9D2000000000000  
DOFF

TSI: E800  
ARC: 00

CUSTOMER COPY

Thank you!

ble for typesetting errors  
are also not responsible  
to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: JAMES BROWN  
Received By: X Date: 4/9/19

☐ Cash Deposit: \_\_\_\_\_  
☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_  
☐ PIP Charge Balance Due: \_\_\_\_\_  
☐ Credit Card MC



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
Tel: (818) 986-9245 • Fax: (818) 995-7955  
pipsfv.com • dox@pipsfv.com

## Invoice

No.  
**86587**

Date  
4/23/19

Customer P.O. No.  
James Brown

S  
O  
L  
D  
T  
O  
  
Lake Balboa Neighborhood Council  
PO Box 7720  
Lake Balboa CA 91409-7688  
James Brown  
Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
25	Emergency Prep Guide - B&W, 8.5 x 11 white 20# Bond 11 x 17, 40 sheets, copied on 2 sides	\$ 52.22
Sales Rep: Mellissa Taken by: Mellissa Account Type: Charge  Emergency Prep Guide		<b>SUB TOTAL</b> \$ 52.22
		<b>TAX</b> \$ 4.96
		<b>SHIPPING</b> \$ 0.00
		<b>TOTAL</b> \$ 57.18

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: James Brown

Received By: [Signature] Date: \_\_\_\_\_

☐ Cash Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_

☐ PIP Charge Balance Due: \_\_\_\_\_

☐ Credit Card MC



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
Tel: (818) 986-9245 • Fax: (818) 995-7955  
pipsfv.com • dox@pipsfv.com

## Invoice

No.

**86547**

Date


4/19/19

Customer P.O. No.

James Brown

S  
O  
L  
D  
T  
O

Lake Balboa Neighborhood Council  
PO Box 7720  
Lake Balboa CA 91409-7688  
James Brown  
Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
25	C-PAB Documents - B&W , 8.5 x 11 White 20# Bond 8.5 x 11, 9 sheets, Printed on 2 sides	\$ 24.72
<div>Sales Rep: Mellissa Taken by: Mellissa Account Type: Charge  C-PAB Documents</div> <div> Lake Balboa Printing</div>		<b>SUB TOTAL</b> \$ 24.72
		<b>TAX</b> \$ 2.35
		<b>SHIPPING</b> \$ 0.00
		<b>TOTAL</b> \$ 27.07

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: James Brown

Received By: X [Signature] Date: 4/19/19

☐ Cash Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_

☐ PIP Charge MC Balance Due: \_\_\_\_\_

☐ Credit Card \_\_\_\_\_



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
 Tel: (818) 986-9245 • Fax: (818) 995-7955  
 pipsfv.com • dox@pipsfv.com

# Invoice

No. **85965**

Date  
3/12/19

Customer P.O. No.  
Jim Stein

SOLD TO  
 Lake Balboa Neighborhood Council  
 PO Box 7720  
 Lake Balboa CA 91409-7688  
 James Brown  
 Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
10	3x6 Fence Banners 4/0 Hems and grommets every 2 feet	\$ 411.64
Sales Rep: Brian		SUB TOTAL \$ 411.64
Taken by: Brian		TAX \$ 39.11
Account Type: Charge Election Banners		SHIPPING \$ 0.00
		TOTAL \$ 450.75

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: \_\_\_\_\_

Received By: X \_\_\_\_\_ Date: \_\_\_\_\_

☐ Cash Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_

☐ PIP Charge Balance Due: \_\_\_\_\_

☒ Credit Card MC



See Reverse Side for Terms & Conditions



16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
Tel: (818) 986-9245 • Fax: (818) 995-7955  
pipsfv.com • dox@pipsfv.com

## Invoice

No.

**86394**

Date

4/9/19

Customer P.O. No.

James Brown

S  
O  
L  
D  
  
T  
O

Lake Balboa Neighborhood Council  
PO Box 7720  
Lake Balboa CA 91409-7688  
James Brown  
Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT	
60	Earth Day, 8.5 x 11 White 20# Bond 8.5 x 11, copied on 1 side	\$ 3.00	
60	Community Clean Up, 8.5 x 11 White 20# Bond 8.5 x 11, copied on 1 side	\$ 3.00	
<div>Sales Rep: Mellissa Taken by: Mellissa Account Type: Charge  Earth Day &amp; Clean Up Event</div> <div>Lake Balboa Printing</div>		<b>SUB TOTAL</b>	\$ 6.00
		<b>TAX</b>	\$ 0.57
		<b>SHIPPING</b>	\$ 0.00
		<b>TOTAL</b>	\$ 6.57

Picked up 4/9  
JB

PAID

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: JAMES BROWN

Received By: X

Date: 4/8/19

☐ Cash

Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_

Amount: \_\_\_\_\_

☐ PIP Charge

Balance Due: \_\_\_\_\_

☒ Credit Card MC



See Reverse Side for Terms & Conditions





16525 Sherman Way • Suite C-11 • Van Nuys, CA 91406  
Tel: (818) 986-9245 • Fax: (818) 995-7955  
pipsfv.com • dox@pipsfv.com

## Invoice

No.

**86300**

Date

4/3/19

Customer P.O. No.

Jim Stein

S  
O  
L  
D  
  
T  
O

Lake Balboa Neighborhood Council  
PO Box 7720  
Lake Balboa CA 91409-7688  
James Brown  
Phone: 818-779-9026

QUANTITY	DESCRIPTION	AMOUNT
20	Lawn Signs 4MM Coroplast 4/0 18x24 w/ Metal H-Stakes	\$ 238.80
Sales Rep: Brian		SUB TOTAL \$ 238.80
Taken by: Brian		TAX \$ 22.69
Account Type: Charge Election Lawn Signs		SHIPPING \$ 0.00
		TOTAL \$ 261.49

PIP PRINTING is not responsible for typesetting errors that you fail to correct. We are also not responsible for loss of customer stock up to 10%.

**PLEASE PAY FROM THIS INVOICE. No other invoice will be sent. Indicate on your check which invoice numbers you are paying.**

**TERMS:** Due and payable upon receipt.

NOTE: There will be a service charge of 1-1/2% per month on all past due invoices.

Printed Name: \_\_\_\_\_

Received By: **X** \_\_\_\_\_ Date: \_\_\_\_\_

☐ Cash Deposit: \_\_\_\_\_

☐ Check # \_\_\_\_\_ Amount: \_\_\_\_\_

☐ PIP Charge Balance Due: \_\_\_\_\_

☒ Credit Card **MC**



See Reverse Side for Terms & Conditions



Jim Stein &lt;jim.a.stein@gmail.com&gt;

**Receipt from Pacific Crust Pizza**

1 message

**Pacific Crust Pizza via Square** <receipts@messaging.squareup.com>

Fri, Apr 12, 2019 at 3:33 PM

Reply-To: Pacific Crust Pizza via Square

&lt;CAESKBIAGhyX29peXV1cXpza3k0dW1yc2ZqemhlZW16dillZGIhbG9ndWUilCZhs4zzdpVHNILxUejR7S+Run0zVL6YboDFI3TAT6U5@reply2.squareup.com&gt;

To: jim.a.stein@gmail.com

Now when you shop at sellers who use Square, your receipts will be delivered automatically.

[Not your receipt?](#)

Pacific Crust Pizza

How was your experience?

**\$1,000.00**

Custom Amount	\$1,000.00
<hr/>	
Purchase Subtotal	\$1,000.00
Sales Tax - included, \$82.57	
<hr/>	
Total	<b>\$1,000.00</b>

Pacific Crust Pizza  
818-489-2755

MasterCard 1518 (Swipe) Apr 12 2019 at 3:32 PM



#98hp

JAMES STEIN

Auth code: 000990

© 2019 Square, Inc.

1455 Market Street, Suite 600  
San Francisco, CA 94103[Square Privacy Policy](#) · [Not your receipt?](#)



at&t

AT&T MESSAGING  
PO BOX 480010  
CHARLOTTE, NC 28269-5300

CUSTOMER NUMBER

3214430

INVOICE DATE

03/01/2019

Page 1 of 1

Bill-To Customer:



LAKE BALBOA NEIGHBORHOOD C  
C/O DEPT OF NGHBRHD EMPWRM  
PO BOX 7720  
VAN NUYS, CA 91409-7720

1619  
T7 P1



Customer Number	Billing Period	Date Due	Previous Balance	Payments	Credits	Current Charges	TOTAL DUE
3214430	03/01/2019 03/31/2019	03/30/2019	\$65.50	\$0.00	\$0.00	\$16.30	\$81.80

Payments - Thank You

Description of Current Charges & Credits

Unified Messaging Lite DID  
8187799026

City Utility Users Tax

	Qty	Unit Price	Ext. Price
March service	1	\$14.95	\$14.95
			\$1.35

CUSTOMER NUMBER

3214430

INVOICE NUMBER

7440559

DUE DATE

AMOUNT PAID

03/30/2019

Please detach & enclose with payment



at&t

REMIT TO:

LAKE BALBOA NEIGHBORHOOD C  
C/O DEPT OF NGHBRHD EMPWRM  
PO BOX 7720  
VAN NUYS, CA 91409-7720

AT&T MESSAGING  
PO BOX 840486  
DALLAS, TX 75284-0486

01001 321443000000000000008180



**Congress of Neighborhoods / EmpowerLA Awards / NC Budget Advocates  
Neighborhood Council Funding Support Statement – Fiscal Year 2018-2019**

I, Linda Gravani (President or Vice-President [VP] name),  
declare that I am the President or VP of the Lake Balboa  
Neighborhood Council (Neighborhood Council) and that on February 6, 2019 (meeting  
date), a Brown Act noticed public meeting was held by the Neighborhood Council with a quorum  
of 16 (number) board members present and that by a vote of  
16 (number) Yea, 0 (number) Nay, and 0 (number) Abstentions,  
the Neighborhood Council approves funding support for the following:

☐ L.A. Congress of Neighborhoods 2019 event in the amount of:

\*\$ \_\_\_\_\_ (A)

and/or

☐ L.A. Congress of Neighborhoods 2019 – Networking/EmpowerLA Awards event in the amount of:

\*\$ \_\_\_\_\_ (B)

and/or

☒ Neighborhood Council Budget Advocates 2019 in the amount of:

\*\$ 500 (C)

\$500 Grand Total (A) + (B) + (C)

Therefore, the Neighborhood Council requests that the Office of the City Clerk Neighborhood Council  
Funding Program issue payment in the aforementioned Total amount from our checking account to the  
Department of Neighborhood Empowerment for the Congress and/or Budget Advocates Account(s).

  
\_\_\_\_\_  
Signature of President ~~or VP~~

2-6-19

\_\_\_\_\_  
Date

To request payment, the Neighborhood Council Treasurer must submit this completed form through the  
Funding System portal as the "Payment Request Document" and a respective Board Action Certification  
(BAC) form. Forms must be submitted no later than June 1, 2019 in order to be processed from current  
Fiscal Year available funds. **Make check payable to:**

**"City of Los Angeles – Dept. of Neighborhood Empowerment"  
200 N. Spring St. Suite 224, Los Angeles, CA 90012**

\*Please indicate a specific monetary amount, i.e. statements such as "our unused funding for this fiscal  
year" will not be processed.



NCFP 101 BAC Rev020118

**Bridgegap***Making it better together!*

10008 National Blvd #319  
Los Angeles, CA 90034-3809  
Phone 213.797.0999

**Invoice**

DATE: MARCH 15, 2019

**TO:**

James Hart  
LBNC Treasurer  
P.O. Box 7720  
Lake Balboa, CA 91353-0457  
818-779-9026

**COMMENTS OR SPECIAL INSTRUCTIONS: MINUTES**

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	MEETING DATE	TIME	TERMS
L. Grant	LBNC	300	02/06/2019	0630	Due on receipt

TIME IN	DESCRIPTION	TIME OUT	TOTAL
	Minutes		3
	Editing		3

SUBTOTAL HOURS	6.0
RATE PER HOUR	25.74
TOTAL DUE	154.44

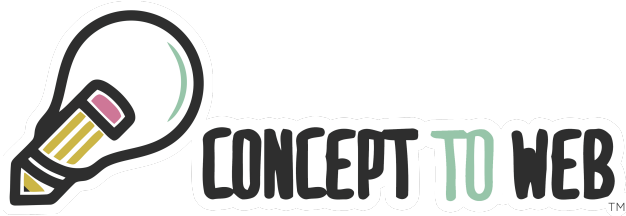
**Invoice Number 100307**

If you have any questions concerning this work order, contact Terrence Gomes, [info@BTSASA.com](mailto:info@BTSASA.com)

**THANK YOU FOR YOUR BUSINESS!**







Aaron DeVandry - Concept To Web  
818-613-8261  
5005 Stone Fence Dr  
Colorado Springs, Colorado  
80922  
United States

**Billed To**  
Lake Balboa Neighborhood Council  
15701 Sherman Way  
Van Nuys, California  
91409  
United States

**Date of Issue**  
02/28/2019  
  
**Due Date**  
03/30/2019

**Invoice Number**  
LBNC77

**Amount Due (USD)**  
**\$150.00**

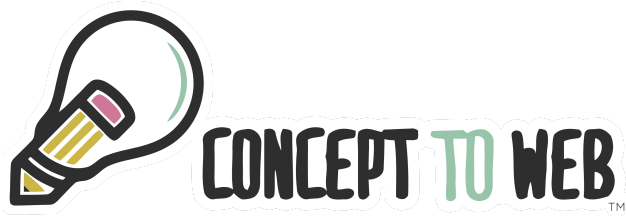
Description	Rate	Qty	Line Total
Web Hosting, Maintenance, & Content Creation February 2019	\$150.00	1	\$150.00
Subtotal			150.00
Tax			0.00
Total			150.00
Amount Paid			0.00
Amount Due (USD)			\$150.00

#### Notes

Please make any check payments out to "Aaron DeVandry - Concept To Web" and list the invoice # on the check. Thank you, Lake Balboa NC!

-Aaron





Aaron DeVandry - Concept To Web  
818-613-8261  
5005 Stone Fence Dr  
Colorado Springs, Colorado  
80922  
United States

**Billed To**  
Lake Balboa Neighborhood Council  
15701 Sherman Way  
Van Nuys, California  
91409  
United States

**Date of Issue**  
02/04/2019

**Due Date**  
03/06/2019

**Invoice Number**  
LBNC76

**Amount Due (USD)**  
**\$150.00**

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, & Content Creation January 2019	\$150.00	1	\$150.00
Subtotal			150.00
Tax			0.00
Total			150.00
Amount Paid			0.00
Amount Due (USD)			\$150.00

#### Notes

Please make any check payments out to "Aaron DeVandry - Concept To Web" and list the invoice # on the check. Thank you, Lake Balboa NC!

-Aaron

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



NC Name: Lake Balboa	Meeting Date: 6/6/18
Budget Fiscal Year: 2018-2019	Agenda Item No: 20
Board Motion and/or Public Benefit Statement (CIP and NPG): Ongoing expense approval for 2018-2019 fiscal year	

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
Carla Bautista	At Large Appointed, ALASR	X					
James Brown	1st VP Residential RSR	X					
Ruth Doxsee	Organizational, OSR	X					
Kristin Fujitaki	At Large Appointed, ALASR		X				
Linda Gravani	President, BSR	X					
Byron Gutierrez	At Large Elected, ALECSR		X				
James Hart	Treasurer, RSR	X					
Sandy Joseph	2nd VP Residential, RSR	X					
Cindy Kurland	Residential, RSR	X					
Maddie McKay	Youth Representative					X	
Allen Nelson	Communications Ofcr, OSR	X					
Carol Newman	Secretary Business, BSR	X					
Mary Pennomon	Senior, SSR	X					
Linda Pruett	Organizational, OSR	X					
Tom Riley	Residential, RSR					X	
Karen Schatz	Residential, RSR	X					
Jim Stein	Business, BSR	X					
Totals		13	2			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:	Second Signer's Signature:
Print/Type Name: James Hart	Print/Type Name: Jim Stein
Date: 7/29/18	Date: 7/29/18

**Congress of Neighborhoods / EmpowerLA Awards / NC Budget Advocates  
Neighborhood Council Funding Support Statement – Fiscal Year 2018-2019**

I, Linda Gravani

(President or Vice-President [VP] name),

declare that I am the President or VP of the Lake Balboa  
Neighborhood Council (Neighborhood Council) and that on March 6, 2019 (meeting  
date), a Brown Act noticed public meeting was held by the Neighborhood Council with a quorum  
of 14 (number) board members present and that by a vote of  
14 (number) Yea, 0 (number) Nay, and 0 (number) Abstentions,  
the Neighborhood Council approves funding support for the following:

☐ L.A. Congress of Neighborhoods 2019 event in the amount of:

\*\$ \_\_\_\_\_ (A)

and/or

☐ L.A. Congress of Neighborhoods 2019 – Networking/EmpowerLA Awards event in the amount of:

\*\$ \_\_\_\_\_ (B)

and/or

☒ Neighborhood Council Budget Advocates 2019 in the amount of:

\*\$ 1000 (C)

\$1000 Grand Total (A) + (B) + (C)

Therefore, the Neighborhood Council requests that the Office of the City Clerk Neighborhood Council  
Funding Program issue payment in the aforementioned Total amount from our checking account to the  
Department of Neighborhood Empowerment for the Congress and/or Budget Advocates Account(s).

  
\_\_\_\_\_  
Signature of President or VP

3-6-19

\_\_\_\_\_  
Date

To request payment, the Neighborhood Council Treasurer must submit this completed form through the  
Funding System portal as the "Payment Request Document" and a respective Board Action Certification  
(BAC) form. Forms must be submitted no later than June 1, 2019 in order to be processed from current  
Fiscal Year available funds. **Make check payable to:**

**"City of Los Angeles – Dept. of Neighborhood Empowerment"  
200 N. Spring St. Suite 224, Los Angeles, CA 90012**

\*Please indicate a specific monetary amount, i.e. statements such as "our unused funding for this fiscal  
year" will not be processed.



[illegible]



## INVOICE

April 4<sup>th</sup>, 2019

Lake Balboa Neighborhood Council

**REMIT PAYMENT TO:**

ONEgeneration Senior Enrichment Center  
18255 Victory Blvd.  
Reseda, CA 91335  
818-705-2345

**2019 Senior Symposium**

Item	Amount
Senior Symposium Participation – booth, canopy, table with 2 chairs, and inclusion of logo on flyers, banners, programs and other outreach materials for the May 18, 2019 Senior Symposium.	\$500.00
<b>Balance Due</b>	<b>\$500.00</b>

NCFP 101 BAC Rev020118