

Monthly Expenditure Report



Reporting Month: January 2024

Budget Fiscal Year: 2023-2024

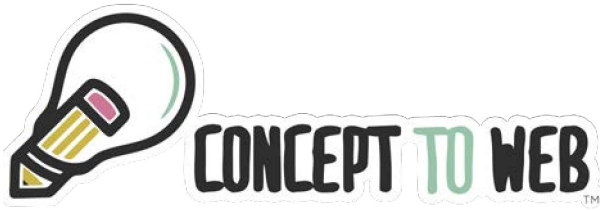
NC Name: Canoga Park
Neighborhood Council

| Monthly Cash Reconciliation | | | | | |
|-----------------------------|-------------|-------------------|-------------|-------------|---------------|
| Beginning Balance | Total Spent | Remaining Balance | Outstanding | Commitments | Net Available |
| \$24314.83 | \$10150.00 | \$14164.83 | \$150.00 | \$0.00 | \$14014.83 |

| Monthly Cash Flow Analysis | | | | | |
|---------------------------------------|----------------|------------------------|------------------------|-----------------------------------|---------------|
| Budget Category | Adopted Budget | Total Spent this Month | Unspent Budget Balance | Outstanding | Net Available |
| Office | \$0.00 | \$150.00 | \$-22122.58 | \$150.00 | \$-22272.58 |
| Outreach | | \$10000.00 | | \$0.00 | |
| Elections | | \$0.00 | | \$0.00 | |
| Community Improvement Project | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Neighborhood Purpose Grants | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Funding Requests Under Review: \$0.00 | | Encumbrances: \$0.00 | | Previous Expenditures: \$11972.58 | |

| Expenditures | | | | | | |
|------------------|-------------------------------|------------|---|--------------------------------|--------------|-------------------|
| # | Vendor | Date | Description | Budget Category | Sub-category | Total |
| 1 | AARON DEVANDRY/CONCEPT TO WEB | 12/07/2023 | To pay Concept to Web for services rendered in November 2023 for Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management | General Operations Expenditure | Office | \$150.00 |
| 2 | Halo Branded Solutions, Inc. | 01/11/2024 | Payment for promotional gear ordered and delivered from Halo Branded Solutions Inc. | General Operations Expenditure | Outreach | \$5000.00 |
| 3 | Main Street Canoga Park | 12/11/2023 | Payment for Sponsorship Fee for 23rd Annual Dia de los Muertos Family Festival | General Operations Expenditure | Outreach | \$5000.00 |
| Subtotal: | | | | | | \$10150.00 |

| Outstanding Expenditures | | | | | | |
|------------------------------|-------------------------------|------------|---|--------------------------------|--------------|-----------------|
| # | Vendor | Date | Description | Budget Category | Sub-category | Total |
| 1 | AARON DEVANDRY/CONCEPT TO WEB | 01/31/2024 | Payment for Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management provided by Concept to Web | General Operations Expenditure | Office | \$150.00 |
| Subtotal: Outstanding | | | | | | \$150.00 |



Concept To Web - Aaron DeVandry
8186138261
18403 West Vogel Ave
Waddell, AZ 85355

Billed To
Brian Mallasch
Canoga Park Neighborhood Council
c/o Canoga Park Community Center
7248 Owensmouth Avenue
Canoga Park, CA 91303

Date of Issue
11/15/2023
Due Date
12/15/2023

Invoice Number
CPNC-115

Amount Due (USD)
\$150.00

| Description | Rate | Qty | Line Total |
|---|----------|-----|------------|
| Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management November 2023 | \$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 pay at your earliest convenience. You are welcome to pay with a credit or debit card, as the link is on the invoice.

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

-Aaron



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For _____ Neighborhood Council

Date: _____

Motion/Action: _____

If the proxy authorization is for a payment request, please complete the following:

| Vendor Name | Invoice Number | Date of Invoice | Amount |
|--------------|----------------|-----------------|--------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total | | | |

Reason for Proxy Authorization: _____

Department Authorizing Payment:

- Office of the City Clerk
- Department of Neighborhood Empowerment

Staff Name: _____

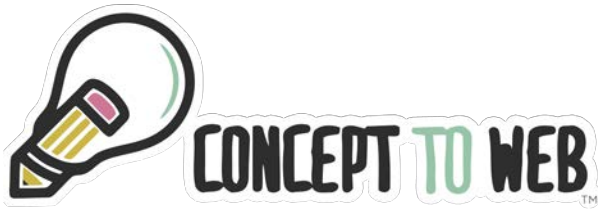
Title: _____

Signature: Prabhjot Chamber Date: _____

Authorization: Atziri Camarena

Title: Director of Civic Leadership

Signature: Atziri G Date: 11/29/23



Concept To Web - Aaron DeVandry
8186138261
18403 West Vogel Ave
Waddell, AZ 85355

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| Subtotal | | | 150.00 |
| Tax | | | 0.00 |
| Total | | | 150.00 |
| Amount Paid | | | 0.00 |
| Amount Due (USD) | | | \$150.00 |

Notes

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-Aaron



3182 Momentum Place
Chicago, IL 60689-5331
Phone: (815) 625-0980
Tax ID: 03-0509520

INVOICE

| Invoice | Date | Page |
|---------------|---------|-------|
| 2023000196894 | 11/8/23 | 1 (3) |

Sold To #: 1071439

Sold To : Canoga Park Neighborhood Council
7248 Owensmouth Ave
CANOGA PARK CA 91303-1529

Web Number W5528814

Bill To # : 1071439

Delivery Method : Customer Pick Up

Bill To : Canoga Park Neighborhood Council
Ray Cole
7248 Owensmouth Ave
CANOGA PARK CA 91303-1529

Ship To : Canoga Park Neighborhood Council
Ray Cole
7248 Owensmouth Ave
CANOGA PARK CA 91303-1529

| Customer PO Number | | Ship Date | Terms | Due Date | Sales Representative | |
|--------------------|--------------|---|-------------|------------|----------------------|----------------|
| | | 11/03/2023 | Net 30 Days | 12/08/2023 | 2530 EX, HARVEY | |
| Shipped | Back Ordered | Item Description / Comments | | U/M | Unit Price | Extended Price |
| 21 | 0.000000 | PC61LS PORT CO ESSENTIAL L/S >ITEM COLOR: ATHLETIC HEATHER >SIZE MEDIUM: 7 >SIZE LARGE: 8 >SIZE XLARGE: 6 | | EA | 16.2000 | 340.20 |
| 3 | 0.000000 | PC61LS PORT CO ESSENTIAL L/S >ITEM COLOR: ATHLETIC HEATHER >SIZE EXT: 2XL | | EA | 16.2000 | 48.60 |
| 3 | 0.000000 | PC61LS PORT CO ESSENTIAL L/S >ITEM COLOR: ATHLETIC HEATHER >SIZE EXT: 3XL | | EA | 16.2000 | 48.60 |
| 21 | 0.000000 | 8800 GILDAN 50/50 JERSEY SPORT SHIRT >ITEM COLOR: SPORT GREY >SIZE MEDIUM: 7 >SIZE LARGE: 8 >SIZE XLARGE: 6 | | EA | 22.8000 | 478.80 |
| 3 | 0.000000 | 8800 GILDAN 50/50 JERSEY SPORT SHIRT >ITEM COLOR: SPORT GREY >SIZE EXT: 2XL | | EA | 22.8000 | 68.40 |

CONTINUED



3182 Momentum Place
 Chicago, IL 60689-5331
 Phone: (815) 625-0980
 Tax ID: 03-0509520

INVOICE

| Invoice | Date | Page |
|---------------|---------|-------|
| 2023000196894 | 11/8/23 | 2 (3) |

| Customer PO Number | | Ship Date | Terms | Due Date | Sales Representative | |
|--------------------|--------------|---|-------------|------------|----------------------|----------------|
| | | 11/03/2023 | Net 30 Days | 12/08/2023 | 2530 EX, HARVEY | |
| Shipped | Back Ordered | Item Description / Comments | | U/M | Unit Price | Extended Price |
| 3 | 0.000000 | 8800 GILDAN 50/50 JERSEY SPORT SHIRT | | EA | 22.8000 | 68.40 |
| | | >ITEM COLOR: SPORT GREY >SIZE EXT: 2XL | | | | |
| 20 | 0.000000 | DT1100 LIGHTWEIGHT HOODIES MENS | | EA | 32.8000 | 656.00 |
| | | >ITEM COLOR: DARK HEATHER GREY >SIZE MEDIUM: 7 >SIZE LARGE: 8 >SIZE XLARGE: 5 | | | | |
| 2 | 0.000000 | DT1100 LIGHTWEIGHT HOODIES MENS | | EA | 32.8000 | 65.60 |
| | | >ITEM COLOR: DARK HEATHER GREY >SIZE EXT: 2XL | | | | |
| 2 | 0.000000 | DT1100 LIGHTWEIGHT HOODIES MENS | | EA | 32.8000 | 65.60 |
| | | >ITEM COLOR: DARK HEATHER GREY >SIZE EXT: 3XL | | | | |
| 177 | 0.000000 | SCRW Silk Screen | | EA | 0.0000 | 0.00 |
| | | left chest and full back >ITEM COLOR: GRAY >IMPRINT COLOR: FULL COLOR | | | | |
| 1 | 0.000000 | SUW Set Up | | EA | 324.1300 | 324.13 |
| | | Set Ups for Screens and Tape Charge | | | | |
| 1 | 0.000000 | EPRW PROOF REQUESTED | | EA | 0.0000 | 0.00 |
| 120 | 0.000000 | PC61 PORT & CO T-SHIRT 6.1 OZ | | EA | 16.2000 | 1,944.00 |
| | | >ITEM COLOR: ATHLETIC GREY >SIZE: SMALL: 10 >SIZE: MEDIUM: 30 >SIZE: LARGE: 40 >SIZE: EXTRA LARGE: 40 | | | | |
| 20 | 0.000000 | PC61 PORT & CO T-SHIRT 6.1 OZ | | EA | 16.2000 | 324.00 |
| | | >SIZE: XXL: 20 >ITEM COLOR: Athletic Grey | | | | |

CONTINUED



3182 Momentum Place
Chicago, IL 60689-5331
Phone: (815) 625-0980
Tax ID: 03-0509520

INVOICE

| Invoice | Date | Page |
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| 2023000196894 | 11/8/23 | 3 (3) |

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| | | 11/03/2023 | Net 30 Days | 12/08/2023 | 2530 EX, HARVEY | |
| Shipped | Back Ordered | Item Description / Comments | | U/M | Unit Price | Extended Price |
| 10 | 0.000000 | PC61 PORT & CO T-SHIRT 6.1 OZ >SIZE: XXXL >ITEM COLOR: ATHLETIC GREY | | EA | 16.2000 | 162.00 |
| 27 | 0.000000 | SCRW SCREEN CHARGE WEARABLE for style 8800 | | EA | 0.0000 | 0.00 |
| 24 | 0.000000 | SCRW SCREEN CHARGE WEARABLE for style DT1100 | | EA | 0.0000 | 0.00 |

| | |
|-------------------------|---------------------|
| Subtotal | 4,594.33 USD |
| Freight/Handling | 0.00 USD |
| Sales tax | 405.67 USD |
| Total | 5,000.00 USD |
| Balance | 5,000.00 USD |

Thank you for your order. We appreciate your business!

Since careful inspection at the factory often results in some imprinted pieces being discarded, it is understood and agreed that an underrun or overrun of not more than 10% be billed pro-rata. Purchaser agrees to pay any sales or use tax, and additional freight charges billed us due to audits per ICC regulations. In some cases, freight charges may be billed separately. Quoted prices often do not include shipping charges or any applicable taxes. No credit will be issued for returned merchandise without the consent / authorization of HALO. All claims must be made within 10 days of merchandise receipt. **Shipping Liability** : This merchandise becomes your property at the time it is accepted by the carrier. Purchaser agrees to pay all charges within the payments terms stated on this invoice. Payments not made within such terms are subject to a late payment fee of 1.5% per

Additional terms and conditions apply to orders of personal protective equipment (PPE). These terms and conditions are available at <https://www.halo.com/ppe-terms.aspx> and are incorporated by reference.

To be PCI compliant and ensure the highest level of protection please Visit our secure online payment portal, <https://www.halo.com/payonline> for all credit card payments.

Invoice Number: 2023000196894

Invoice Date: 11/8/23

Invoice Total: 5,000.00

Customer Order #: 1000464740

Bill To Customer #: 1071439

Please email your remittance to : remittances@halo.com

PLEASE MAKE CHECKS PAYABLE TO :

HALO BRANDED SOLUTIONS, Inc

3182 Momentum Place

Chicago, IL 60689-5331

IF SENDING WIRE TRANSFER:

HALO Branded Solutions, Inc.

Acct #: 7239511822

Bank Name: Fifth Third Bank

ABA: 042000314

Swift Code: FTBCUS3C

IF SENDING ACH:

HALO Branded Solutions, Inc.

Acct #: 7239511822

Bank Name: Fifth Third Bank

ABA: 071923909



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For _____ Neighborhood Council

Date: _____

Motion/Action: _____

If the proxy authorization is for a payment request, please complete the following:

| Vendor Name | Invoice Number | Date of Invoice | Amount |
|--------------|----------------|-----------------|--------|
| | | | |
| | | | |
| | | | |
| | | | |
| Total | | | |

Reason for Proxy Authorization: _____

Department Authorizing Payment:

- Office of the City Clerk
- Department of Neighborhood Empowerment

Staff Name: _____

Title: _____

Signature: Prabhjot Chamber Date: _____

Authorization: Atziri Camarena

Title: Director of Civic Leadership

Signature: Atziri Camarena Date: 12.6.23



3182 Momentum Place
 Chicago, IL 60689-5331
 Phone: (815) 625-0980
 Tax ID: 03-0509520

INVOICE

| Invoice | Date | Page |
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| 2023000196894 | 11/8/23 | 1 (3) |

Sold To #: 1071439

Sold To : Canoga Park Neighborhood Council
 7248 Owensmouth Ave
 CANOGA PARK CA 91303-1529

Web Number W5528814

Bill To # : 1071439

Delivery Method : Customer Pick Up

Bill To : Canoga Park Neighborhood Council
 Ray Cole
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| | | | | | |
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|----|----------|------------------------------|----|---------|--------|

>ITEM COLOR: ATHLETIC HEATHER
 >SIZE MEDIUM: 7
 >SIZE LARGE: 8
 >SIZE XLARGE: 6

| | | | | | |
|---|----------|------------------------------|----|---------|-------|
| 3 | 0.000000 | PC61LS PORT CO ESSENTIAL L/S | EA | 16.2000 | 48.60 |
|---|----------|------------------------------|----|---------|-------|

>ITEM COLOR: ATHLETIC HEATHER
 >SIZE EXT: 2XL

| | | | | | |
|---|----------|------------------------------|----|---------|-------|
| 3 | 0.000000 | PC61LS PORT CO ESSENTIAL L/S | EA | 16.2000 | 48.60 |
|---|----------|------------------------------|----|---------|-------|

>ITEM COLOR: ATHLETIC HEATHER
 >SIZE EXT: 3XL

| | | | | | |
|----|----------|--------------------------------------|----|---------|--------|
| 21 | 0.000000 | 8800 GILDAN 50/50 JERSEY SPORT SHIRT | EA | 22.8000 | 478.80 |
|----|----------|--------------------------------------|----|---------|--------|

>ITEM COLOR: SPORT GREY
 >SIZE MEDIUM: 7
 >SIZE LARGE: 8
 >SIZE XLARGE: 6

| | | | | | |
|---|----------|--------------------------------------|----|---------|-------|
| 3 | 0.000000 | 8800 GILDAN 50/50 JERSEY SPORT SHIRT | EA | 22.8000 | 68.40 |
|---|----------|--------------------------------------|----|---------|-------|

>ITEM COLOR: SPORT GREY
 >SIZE EXT: 2XL

CONTINUED



3182 Momentum Place
 Chicago, IL 60689-5331
 Phone: (815) 625-0980
 Tax ID: 03-0509520

INVOICE

| Invoice | Date | Page |
|---------------|---------|-------|
| 2023000196894 | 11/8/23 | 2 (3) |

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| | | >SIZE: XXL: 20 >ITEM COLOR: Athletic Grey | | | | |

CONTINUED



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Chicago, IL 60689-5331
Phone: (815) 625-0980
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| Sales tax | 405.67 USD |
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Invoice Date: 11/8/23

Invoice Total: 5,000.00

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Please email your remittance to : remittances@halo.com

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Chicago, IL 60689-5331

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ABA: 042000314

Swift Code: FTBCUS3C

IF SENDING ACH:

HALO Branded Solutions, Inc.

Acct #: 7239511822

Bank Name: Fifth Third Bank

ABA: 071923909



Main Street Canoga Park

21822 Sherman Way, Suite 106
Canoga Park, CA 91303
(818) 346-7480

Invoice

Submitted on 10/13/2023

Invoice for:

CPNC

Payable to

Main Street Canoga Park

Project: Outreach Opportunity

23rd Annual Dia de los Muertos Family Festival
Sunday, November 5th, 2023 10am to 5pm

Description

Total price

Outreach Opportunity

\$5,000.00

Naming Rights to the Classic Car Show

10 x 10 Booth Space

Exposure to 25k+ people in attendance

Recognition in event marketing (social media & links on MSCP website to CPNC website)

Certificate from Councilmember Bob Blumenfield

Recognition by Event Emcee on the Main Stage throughout the day

Main Stage Speaking Opportunity (5 minutes to share about the CPNC, exact time TBD)

Notes:

Thank you!

Subtotal

\$5,000.00

\$5,000.00



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For Canoga Park Neighborhood Council

Date: 12/05/2023

Motion/Action: _____

If the proxy authorization is for a payment request, please complete the following:

| Vendor Name | Invoice Number | Date of Invoice | Amount |
|-------------------------|----------------|-----------------|---------|
| Main Street Canoga Park | | 10/13/2023 | \$5,000 |
| | | | |
| | | | |
| | | | |
| Total | | | \$5,000 |

Reason for Proxy Authorization: _____

CPNC is in EE. Outreach Tabling Opportunity for the 23rd Annual Dia de los Muertos Family Festival hosted in Canoga Park.

Department Authorizing Payment:

- Office of the City Clerk
- Department of Neighborhood Empowerment

Staff Name: Prabhjot Chamber

Title: Project Coordinator

Signature: Prabhjot Chamber Date: 12/05/2023

Authorization: Atziri Camarena

Title: Director of Civic Leadership

Signature: Atziri Camarena Date: 12.6.23