

Monthly Expenditure Report



Reporting Month: August 2021

Budget Fiscal Year: 2021-2022

NC Name: Harbor Gateway North
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$41794.49	\$1243.80	\$40550.69	\$3195.40	\$3000.00	\$34355.29

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$29750.00	\$1243.80	\$28300.69	\$3195.40	\$25105.29
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$2250.00	\$0.00	\$2250.00	\$0.00	\$2250.00
Funding Requests Under Review: \$3000.00		Encumbrances: \$0.00		Previous Expenditures: \$205.51	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	AT&T PAYMENT	08/05/2021	ATT U-verse internet for HGNNC office	General Operations Expenditure	Office	\$53.50
2	OFFICE DEPOT #2740	08/27/2021	HP 05A toner cartridge for office laserjet printer	General Operations Expenditure	Office	\$120.44
3	Interpreters Unlimited	07/26/2021	Proxy payment for interpretation request for General Board meeting. >> Invoice No. 265911 rendered for translation of Candidate Forum flyer into Spanish.	General Operations Expenditure	Office	\$30.10
4	Interpreters Unlimited	07/26/2021	Proxy payment for interpretation services requested for General Board meeting. >> Invoice No. 262656 rendered for Spanish translation services for website wording text and NC Elections website.	General Operations Expenditure	Office	\$257.30
5	City of LA Publishing Services	08/04/2021	Approval of a revised budget for the 2020-2021 Fiscal Year	General Operations Expenditure	Office	\$51.00
6	WENDY L. MOORE / MOORE BUSINESS RESULTS	08/06/2021	Approval of HGNNC Preliminary Budget for coming fiscal year 2021-2022/Updating of HGNNC website	General Operations Expenditure	Office	\$731.46
Subtotal:						\$1243.80

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Armonia Investments, LLC	08/10/2021	Approval of HGNNC preliminary budget for coming fi...	General Operations Expenditure	Office	\$1300.00
2	Armonia Investments, LLC	08/10/2021	Approval of HGNNC preliminary budget for coming fi...	General Operations Expenditure	Office	\$1300.00
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	09/03/2021	Contact support re: phishing email prevention...	General Operations Expenditure	Office	\$595.40
Subtotal: Outstanding						\$3195.40



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

For Harbor Gateway North Neighborhood Council

Date: 07.21.2021

Motion/Action: _____

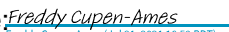
If the proxy authorization is for a payment request, please complete the following:


Vendor Name	Invoice Number	Date of Invoice	Amount
Interpreters Unlimited	#262656	03.03.2021	\$257.30
	#265911	04.01.2021	\$30.10
Total			\$287.40

Reason for Proxy Authorization: _____
Interpretation Service Request for General Board Meeting

Department Authorizing Payment:

- Office of the City Clerk
 Department of Neighborhood Empowerment

Staff Name: Freddy Cupen-Ames
Title: Project Coordinator
Signature:  Date: 7-21-2021

Authorization: Julien Antelin
Title: Director of Innovation
Signature:  Date: 7-21-2021



iu group

interpretation
 translation
 transportation
 sign language

www.interpreters.com

Interpreters Unlimited, Inc.

Department of Neighborhood Empowerment
 200 N. Spring Street,
 Suite 2005,
 Los Angeles, CA, 90012

Invoice No: 262656

INVOICE FOR PROFESSIONAL LANGUAGE SERVICES

Invoice Date: 2021-03-03 Type: Harbor Gateway North Neighborhood Council Language From: English Language To: Spanish Date Of Service: 2021-03-03 Project: Website Wordding Text and NC Elections Website Word Count: 2573 Requested by: Guadalupe Aguilar Notes:	
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

Trans \$ 257.30

Total: \$ 257.30

Visit www.interpreters.com to schedule your appointments.
 Please call to get your login information.
 You can now visit our website to enter
 appointments. Please call to get your login
 information

Payment Reminder
 Please include invoice Number that you are paying on your check.
 Thank You.
 We are going green, please provide us with your email address at
info@iugroup.com to receive future invoices via email.



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

For Harbor Gateway North Neighborhood Council

Date: 07.21.2021

Motion/Action: _____

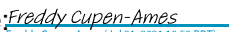
If the proxy authorization is for a payment request, please complete the following:


Vendor Name	Invoice Number	Date of Invoice	Amount
Interpreters Unlimited	#262656	03.03.2021	\$257.30
	#265911	04.01.2021	\$30.10
Total			\$287.40

Reason for Proxy Authorization: _____
Interpretation Service Request for General Board Meeting

Department Authorizing Payment:

- Office of the City Clerk
 Department of Neighborhood Empowerment

Staff Name: Freddy Cupen-Ames
Title: Project Coordinator
Signature:  Date: 7-21-2021

Authorization: Julien Antelin
Title: Director of Innovation
Signature:  Date: 7-21-2021



iu group

interpretation
 translation
 transportation
 sign language

www.interpreters.com

Interpreters Unlimited, Inc.

Department of Neighborhood Empowerment
 200 N. Spring Street,
 Suite 2005,
 Los Angeles, CA, 90012

Invoice No: 265911

INVOICE FOR PROFESSIONAL LANGUAGE SERVICES

Invoice Date: 2021-04-01 Type: Harbor Gateway North Neighborhood Council Language From: English Language To: Spanish Date Of Service: 2021-04-01 Project: Candidate Forum Flyer into Spanish Word Count: 301 Requested by: NC Support Team Notes:	
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

Trans \$ 30.10

Total: \$ 30.10

Visit www.interpreters.com to schedule your appointments.
 Please call to get your login information.
 You can now visit our website to enter
 appointments. Please call to get your login
 information

Payment Reminder
 Please include invoice Number that you are paying on your check.
 Thank You.
 We are going green, please provide us with your email address at
info@iugroup.com to receive future invoices via email.



**City of Los Angeles - Publishing
 Services**
 DEPT. 40, FUND 706, APPR 40000A
 REVENUE SOURCE 4591
 555 Ramirez St. Space 200
 Los Angeles, CA 90012
 Phone: (213) 473-8400
 Fax: (213) 473-8416

INVOICE

Invoice #	2102940
Invoice Date	5/19/21
Date Shipped	5/19/21
Ship Via	Our Driver
Fund Number	DIRECT PAY
Terms	Net 30 Days
P.O. Number	21HGN001
Job Number	21HGN001

Harbor Gateway North Neighborhood Council
 La JUANA MITCHELL
 P.O. BOX 3723
 GARDENA, CA 90247

Quantity	Description	Unit Price	UM	Amount
400	Business Cards : 2/C CITY SEALS - HARBOR GATEWAY NORTH NC BUS CARDS 2/C 8UP 1 SIDED 2 NAMES, (ARVIE POWELL, ELIJAH THOMAS) 1 LOT EA C/O ROSALIE PRESTON 310-768-3853 \$51.00	\$51.00		\$51.00
Thank you for your Business!!				
		Subtotal		\$51.00
		Sales Tax		\$0.00
		Total Due		\$51.00

Customer Code : **NC-HGN**
 Invoice Number : **2102940**
 Invoice Date : **5/19/21**
 Invoice Amount : **\$51.00**
 Amount Paid : _____

Remit To:

City of Los Angeles - Publishing Services
 DEPT. 40, FUND 706, APPR 40000A
 REVENUE SOURCE 4591
 555 Ramirez St. Space 200
 Los Angeles, CA 90012

Remitter:

Harbor Gateway North Neighborhood Council
 La JUANA MITCHELL
 P.O. BOX 3723
 GARDENA, CA 90247



Invoice #HGN 2021 0801
Number

Date August 1, 2021

Please remit to:

Dave Matthews
President
Harbor Gateway North Neighborhood Council
PO Box 3723
Gardena, CA 90247

Moore Business Results
19300 Rinaldi St. #7524
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications services	694.96
Developer services	36.50
Total Amount Now Due:	\$731.46

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the due date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Task	Hours
6/24/2021	Election unofficial results. Mobile vaccine on calendar.	0.42
7/2/2021	July 4th on social & Nextdoor	0.25
7/6/2021	Change email forwarding. Call CC re: unusual emails on list	0.67
7/8/2021	Parks after dark on calendar.	0.17
7/9/2021	Agenda, supporting documents. Meeting outreach on social	0.50
7/12/2021	Revised agenda. Official election results. Buscaino grant results.	0.50
7/14/2021	Update board page and email forwarding. Update district pages. Update boundary map with district members.	2.00
7/19/2021	Update resources page. Archive old news. Sola letter & news item. Redistricting hearing	0.58
7/24/2021	Meeting cancelation notice	0.17
7/30/2021	Committee sign up on news. Social. Sb 9 Town Hall	0.58
	Communications Total	
7/18/2021	Developer updates Constant Contact Sign Up form	0.25
7/30/2021	Developer configures calendar styling	0.25
	Developer Total	0.50



CITY OF LA HARBOR GATEWAY NORT
 PO BOX 3723
 GARDENA CA 90247-7423

Page: 1 of 2
 Issue Date: Jul 18, 2021
 Account Number: 312244119

We've updated your service agreement, including arbitration terms, effective 5/5/21. Continued use of AT&T service is your agreement to these terms. See att.com/CSA

Want to stop receiving paper bills and enjoy the convenience of paperless billing? Enroll at att.com/paperless

AutoPay: Set up automatic payments that you can update whenever you want. Go to att.com/autopay today.

Total due

\$53.50

Please pay by:
Aug 08, 2021

Account summary

Your last bill	\$43.51
Payment, Jul 06 - Thank you!	-\$43.51
Remaining balance	\$0.00

Service summary

	Internet Page 2	\$53.50
Total services		\$53.50

Total due **\$53.50**

Please pay by Aug 08, 2021

Ways to pay and manage your account:

myAT&T app
iPhone and Android

att.com/pay

Ordering, billing or support
800.321.2000
 TTY: 800.651.5111



Return this portion with your check in the enclosed envelope. Payments may take 7 days to post.

CITY OF LA HARBOR GATEWAY NORT
 PO BOX 3723
 GARDENA CA 90247-7423

Please pay \$53.50 by Aug 08, 2021

Account number: 312244119
Please include account number on your check

Make check payable to:
 AT&T
 PO BOX 5014
 CAROL STREAM, IL 60197-5014

CHECK FOR AUTOPAY
 (SEE REVERSE)

410040730003122441196000000004351000000005350000004

Service activity

Internet

Monthly charges	Jul 19 - Aug 18	
1. AT&T Internet 100 (Promotional Offer)		\$50.00
Surcharges & fees		
2. Cost Assessment Charge		\$3.50
Total for Internet		\$53.50

News you can use

We have updated your service agreement terms

We have consolidated service agreement terms for certain AT&T services (AT&T Phone for Business, AT&T Business Fiber, AT&T Internet for Business, and Fixed Wireless) into one simplified Consumer Service Agreement at att.com/ConsumerServiceAgreement. Effective 5/5/2021, your continued use of AT&T service tells us you agree to these terms, including the updated clause requiring you and us to resolve disputes by individual arbitration and not by jury trial or class action. For details, go to att.com/CSA

Important information

Late payment fee

A late payment fee of up to \$9.99 will be assessed if payment is not received on or before the due date.

Electronic check conversion

Paying by check authorizes AT&T to use the information from your check to make a one-time electronic fund transfer from your account. Funds may be withdrawn from your account as soon as your payment is received. If we cannot process the transaction electronically, you authorize AT&T to present an image copy of your check for payment. Your original check will be destroyed once processed. If your check is returned unpaid you agree to pay such fees as identified in the terms and conditions of your agreement, up to \$30. Returned checks may be presented electronically. If you want to save time and stamps, sign up for AutoPay at att.com/autopay using your checking account. It's easy, secure, and convenient!

AT&T U-verseSM TV, AT&T Internet and AT&T Phone provided by AT&T California.

© 2021 AT&T Intellectual Property. All rights reserved.

Printed on Recyclable Paper

Date: _____

Bank Account Holder Signature: _____

If I enroll in AutoPay, I authorize AT&T to pay my bill monthly by electronically deducting money from my bank account. I can cancel authorization by notifying AT&T at www.att.com or by calling the customer care number listed on my bill. Your enrollment could take 1-2 billing cycles for AutoPay to take effect. Continue to submit payment until page one of your invoice reflects that AutoPay has been scheduled.

AutoPay enrollment

Office DEPOT OfficeMax®

MANHATTAN BEACH - (310) 725-0923

08/27/2021 5:38 PM



VTVTASXP5Y5X6Y8FM

NAME	2740-3-9444-1004060-21.7.2	
ITEM 270	TNR,CE505A,BLA	109.99 SS
	Subtotal:	109.99
	Sales Tax:	10.45
	Total:	120.44
MasterCard 5674:		120.44

AUTH CODE 065094
TDS Chip Read
AID A0000000041010 MASTERCARD
TVR 0000048000
CVS PIN Verified

Office Supplies:
Toner for HP laserjet office printer