

Monthly Expenditure Report



Reporting Month: March 2020

Budget Fiscal Year: 2019-2020

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$28589.17	\$796.65	\$27792.52	\$9537.88	\$0.00	\$18254.64

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$27700.00	\$226.40	\$15022.75	\$0.00	\$11484.87
Outreach		\$570.25		\$3537.88	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1000.00	\$0.00	\$-80.00	\$0.00	\$-80.00
Neighborhood Purpose Grants	\$16849.77	\$0.00	\$12849.77	\$6000.00	\$6849.77
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$16960.60	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	AMZN MKTP US Q79OM4MH3	03/01/2020	(Credit card transaction)	General Operations Expenditure	Office	\$16.40
2	SQ MAIL CALL LAX	03/07/2020	(Credit card transaction)	General Operations Expenditure	Office	\$210.00
3	VISTAPR VistaPrint.com	03/11/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$131.36
4	MAILCHIMP MONTHLY	03/21/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$34.99
5	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/03/2020	Motion to approve recurring expenditure of up to \$575 per month for Moore Business Results for website and social media management for NCWP.	General Operations Expenditure	Outreach	\$403.90
Subtotal:						\$796.65

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	UnlitterLA	03/09/2020	Motion to approve Neighborhood Purposes Grant request from UnlitterLA for \$1,500.	Neighborhood Purpose Grants		\$1500.00

2	Culver Palms Meals on Wheels	03/31/2020	Motion to approve Neighborhood Purposes Grant request from Culver Palms Meals on Wheels for \$4,500.	Neighborhood Purpose Grants		\$4500.00
3	Westside Pacific Villages	04/23/2020	The requested funds are to support Westside Pacific Villages' (WPV) efforts related to COVID-19 emergency services for our seniors, the disabled, the most vulnerable, in our com...	General Operations Expenditure	Outreach	\$1000.00
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	04/23/2020	Motion to approve recurring expenditure of up to \$575 per month for Moore Business Results for website and social media management for NCWP	General Operations Expenditure	Outreach	\$537.88
5	Culver Palms Meals on Wheels	04/24/2020	Funds requested to support Culver Palms Meals on Wheels work related to COVID-19 emergency services in compliance with and support of the City's social distancing protocols.	General Operations Expenditure	Outreach	\$2000.00
Subtotal: Outstanding						\$9537.88

Receipts:

Payment Type : Mastercard

Order Summary



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Postcards

Postcard

Qty: 2500

Base Price ~~\$85.00~~ **\$59.49**

Color Back Side 2500 ~~\$34.00~~ **\$25.49**

80lb one-sided Glossy with UV Varnish INCLUDED

Item Total **\$84.98**

Merchandise: \$84.98
Shipping Charges: \$34.99
Sales Tax: \$11.39
Total: **\$131.36**

Sold By

Vistaprint Netherlands BV
Hudsonweg 8
Venlo, The Netherlands 5928LW

Shipping To:

Paula Gerez
7166 Manchester Ave
Los Angeles CA 90045
US

[Edit Shipping Address](#)

(Address cannot be updated after your order has printed.)

Billed To:

Paula Gerez
NCWP
200 N Spring Street
Los Angeles CA 90012
US

Final Details for Order #114-1031157-8724237

[Print this page for your records.](#)

Order Placed: February 29, 2020

Amazon.com order number: 114-1031157-8724237

Order Total: \$16.40

Shipped on March 1, 2020

Items Ordered

1 of: *MIFFLIN Safety Lanyards in Bulk for ID Badge Holder (Blue, 36 Inch, 25 Pack)*

Sold by: Mendota Merchants ([seller profile](#))

Condition: New

Price

\$7.99

Shipping Address:

Paula Gerez
8030 FORDHAM RD
LOS ANGELES, CA 90045-2554
United States

Shipping Speed:

One-Day Shipping

Shipped on March 1, 2020

Items Ordered

1 of: *MIFFLIN Large (L) Vertical ID Badge Holders (Clear, 4x3 inch, 25 Pack), Plastic*

Nametag Covers with Zipper, Name Tag Holder

Sold by: Mendota Merchants ([seller profile](#))

Condition: New

Price

\$6.99

Shipping Address:

Paula Gerez
8030 FORDHAM RD
LOS ANGELES, CA 90045-2554
United States

Shipping Speed:

One-Day Shipping

Payment information

Payment Method:

MasterCard | Last digits: 7662

Reference number: Badging

Item(s) Subtotal: \$14.98

Shipping & Handling: \$0.00

Total before tax: \$14.98

Estimated tax to be collected: \$1.42

Grand Total: \$16.40

Billing address

Paula Gerez
200 N Spring St
Los Angeles, CA 90012
United States

Credit Card transactions

MasterCard ending in 7662: March 1, 2020: \$16.40

To view the status of your order, return to [Order Summary](#).

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Mail Call
8726 S Sepulveda Blvd Unit D
Los Angeles, CA 90045
TEL (310) 649-3919
Fax (310) 649-0304

Renew Mailbox #3191 210.00
Term: 3/1/20 to 3/1/21
SUBTOTAL 210.00
TAX 0.00
TOTAL 210.00
TEND Visa 210.00

Total shipments: 0
THE NEIGHBORHOOD COUNCIL OF 03/07/2020
#76607 12:27 PM
Workstation: 0 - Master Workstation

STORE HOURS:
MON-FRI 9:00AM - 6:00PM
SAT 10:00AM - 3:00PM
SUN. CLOSED

Mailchimp Receipt

MC09848497

Issued to

Paula Gerez
Neighborhood Council of
Westchester/Playa
paula.ncwpdr@gmail.com
Office phone: 310-922-9175
8726 S. Sepulveda Blvd PMB 191A
Los Angeles, CA 90045

Issued by

Mailchimp
c/o The Rocket Science Group, LLC
675 Ponce de Leon Ave NE
Suite 5000
Atlanta, GA 30308
www.mailchimp.com
US EIN 58-2554149

Details

Order # MC09848497
Date Paid: Mar 21, 2020 6:09 am
Pacific Time

Billing statement

Monthly plan	1501 - 2500 subscribers.	\$34.99
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Subtotal	\$34.99
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State and Local Tax	\$0.00
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Total	\$34.99
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Paid via Mast ending in 7662 which expires 09/2022 on March 21, 2020	\$34.99
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Balance as of March 21, 2020	\$0.00
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Save 10% for 3 months on future purchases by enabling [two-factor authentication](#)

If a refund is required, it will be issued in the purchase currency for the amount of the original charge.

[Looking for our W-9?](#)

[Looking for our United States Residency Certificate?](#)



Invoice #2020 0301 NCWPDR
Number

Date March 1, 2020

Please remit to:

Ms. Paula Gerez
Neighborhood Council of
Westchester Playa
8726 S. Sepulveda Blvd. PMB A191
Los Angeles, CA 90045

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	\$386.40
Developer Services	17.50
Total Amount Due:	\$403.90

Thank you for your business. We appreciate working with you.
Please pay within 21 days of invoice date. There will be a 1.5% charge per month on late payments. Returned checks are \$25.

Date	Details	Hours
1/31/2020	Eblast	0.34
2/6/2020	Update board page.	0.17
2/7/2020	Eblast. Voting news on site. Update sidewalk meeting.	0.58
2/14/2020	Eblast. Construction notices.	0.75
2/17/2020	Update airport relations page.	0.34
2/21/2020	Eblast	0.25
2/24/2020	Eblast	0.17
2/25/2020	Community plan open house on calendar. Eblast.	0.34
2/28/2020	Eblast	0.42
	Communications Total	3.36
1/31/2020	Developer updates agenda ADA language.	0.25

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: **Neighborhood Council of Westchester/Playa** Meeting Date: **December 3, 2019**

Budget Fiscal Year: **2019-2020**

Agenda Item No: **4.3**

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to approve recurring expenditure of up to \$575 per month for Moore Business Results for website and social media management for NCWP.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregg Aniolek	Residential 2	x					
Scott Carni	Youth Organization				x		
Michele Cooley-Strickland	Residential 1				x		
Sue Fisher	Religious						
Tom Flintoft	Residential 8	x					
Paula Gerez	Income Property					x	
Ted Grouse	Large-Affirmative				x		
Andrew Kamm	Education	x					
Jennifer Kingshott	Residential 14				x		
John Logsdon	Residential 10	x					
Geoff Maleman	Business 90045	x					
David Mannix	Residential 6	x					
Dennis Miller	Residential 11	x					
Fred Puza	LMU	x					
Matt Rheault	Business 90094				x		
Julie Ross	At Large 1	x					
Glenda Silva	LAX			x			
Zach Siglow	Residential 3	x					
Garrett Smith	At Large 2	x					
Cord Thomas	Residential 9	x					
Jack Topal	Youth Organization	x					
Heather Tuttle	Residential 4				x		
David Voss	Community Organization				x		
Naomi Waka	Senior Citizens	x					
Andrew Watkins	Residential 5	x					
Gordon Welty	Residential 12				x		
Sylvia Wilson	Residential 7	x					
Board Quorum: 16		Total:	17		1	8	1

We, the authorized signers 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.

Authorized Signature

Authorized Signature:

Print/Type Name: **Paula Gerez**

Print/Type Name: **Naomi Waka**

Date: **12-7-2019**

Date: **12.04.2019**