Monthly Expenditure Report



Reporting Month: August 2023 Budget Fiscal Year: 2023-2024

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation								
Beginning Balance	Total Spent	otal Spent Remaining Outstanding		Commitments	Net Available			
\$41933.01	\$1786.25	\$40146.76	\$2625.00	\$0.00	\$37521.76			

Monthly Cash Flow Analysis								
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available			
Office		\$19.99		\$0.00				
Outreach	\$22500.00	\$316.26	\$22096.76	\$2625.00	\$19471.76			
Elections		\$0.00		\$0.00				
Community Improvement Project	\$1000.00	\$0.00	\$1000.00	\$0.00	\$1000.00			
Neighborhood Purpose Grants	\$8500.00	\$1450.00	\$7050.00	\$0.00	\$7050.00			
Funding Requests Und	der Review: \$0.00	Encumbrar	nces: \$0.00	Previous Exper	nditures: \$66.99			

Expenditures									
#	Vendor	Date	Description	Budget Category	Sub-category	Total			
1	ADOBE ACROPRO SUBS	08/10/2023	Motion to approve Adobe Acrobat Pro subscription for NCWP operational expenses for 2023-2024 with expenditure not to exceed \$50 monthly (meeting date August 1, 20230	General Operations Expenditure	Office	\$19.99			
2	MAILCHIMP	08/21/2023	Invoice MC19973987 for MailChimp used to send announcements for outreach.	General Operations Expenditure	Outreach	\$47.00			
3	Friends of the Jungle	08/15/2023	Motion to approve NPG for Friends of the Jungle in the amount of \$1,450.00 for the 2023 annual community/beach clean up on 9/30/23	Neighborhood Purpose Grants		\$1450.00			
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	08/03/2023	Motion to approve monthly scope of work for NCWP website and communications provided by Moore Business Results for FY 2023-2024 with expenditure not to exceed \$600 monthly	General Operations Expenditure	Outreach	\$269.26			
	Subtotal:					\$1786.25			

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STEPHANIE DAVIS / HOME TOWN NEWS	08/07/2023	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875 monthly.	General Operations Expenditure	Outreach	\$875.00
2	STEPHANIE DAVIS / HOME TOWN NEWS	08/07/2023	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875 monthly.	General Operations Outreach Expenditure		\$875.00
3	STEPHANIE DAVIS / HOME TOWN NEWS	08/07/2023	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875 monthly.	General Operations Expenditure	Outreach	\$875.00
	Subtotal: Outstanding	g	•	,		\$2625.00



Adobe Inc. 345 Park Avenue San Jose CA 95110-2704 United States Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number Invoice Date Payment Terms Purchase Order Order Number

2523554678 10-AUG-2023 Credit Card AD01450810335CUS 7114676863

19.99

Customer Number 1268614306 Currency USD

Bill To

Paula Gerez CA 90012

INVOICE

Item Details							
Service Term: 10-A	AUG-2023 to 09-SEP-2023						
PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
30000066	Acrobat Pro	1 EA	19.99	19.99	0.00%	0.00	19.99
Invoice Tot	al						
		NET	AMOUNT (US	SD)			19.99
		TAXE	ES (SEE DETAI	LS FOR RATES)			0.00

GRAND TOTAL (USD)

Comments:

Mailchimp Invoice MC19973987

Issued to

Paula Gerez

Neighborhood Council of

Westchester/Playa

paula.ncwpdr@gmail.com

Office phone: 310-922-9175

200 N. Spring St.

Los Angeles, CA 90012

Issued by

Mailchimp

c/o The Rocket Science Group, LLC

675 Ponce de Leon Ave NE

Suite 5000

Atlanta, GA 30308

www.mailchimp.com

Tax ID: US EIN 58-2554149

Details

Order # MC19973987

Date Paid: August 21, 2023 12:47 AM

Los Angeles

Billing statement

Monthly plan

1501 - 2500 subscribers.

Paid via Mast ending in 1486 which expires 12/2026

\$47.00

\$47.00

on August 21, 2023

Balance as of August 21, 2023

\$0.00

If a refund is required, it will be issued in the purchase currency for the amount of the original charge. Sales Tax was not applied to this purchase.

Looking for our W-9?

Looking for our United States Residency Certificate?

Neighborhood Council Funding Program

APPLICATION for Neighborhood Purposes Grant (NPG)





This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

a)	Organization Name	Fee	deral I.D. # (EIN#)	State of Incorporation	Date of 501(c)(3 Status (if applic
b)					
	Organization Mailing Address	Cit	y	State	Zip Code
c)					
	Business Address (If different)	Cit	y	State	Zip Code
d)	PRIMARY CONTACT INFORMATION:				
	Name	P	hone	Email	
2)	Type of Organization- Please select one: ☐ Public School (not to include private schools) Attach Signed letter on School Letterhead	or	☐ 501(c)(3) Non Attach IRS D	institutions)	

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

PAGE 1 NCFP 107

Personnel Related Expenses		Requested of NC	Total Projected Cost
- Ordernier Related Expenses		\$	\$
		\$	\$
		\$	\$
Non-Personnel Related Expen	ses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$
Have you (applicant) applied to an ☐ No ☐ Yes If Ye	y other Neighborhood Councilses, please list names of NCs:	requesting funds for th	is project?
s the implementation of this spec sources or funding? (Including N			gent on any other factores, please describe:
Source of Funding	у принамента и при	Amount	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$
Do you (applicant) have a currer No Yes If Yes Name of NC Board Member	s, please describe below:		p to Applicant
☐ Yes ☐ No *(Please note	that if a Board Member of the	NC has a conflict of in	terest and completes t
o) If yes, did you request that the book or participates in the discussing the discussion discussi	that if a Board Member of the	NC has a conflict of in	terest and completes t
☐ Yes ☐ No *(Please note or participates in the discussi grant in its entirety.)	e that if a Board Member of the ion and voting of this NPG, the	NC has a conflict of in	terest and completes t
☐ Yes ☐ No *(Please note or participates in the discussing grant in its entirety.) CTION V - DECLARATION AND SIPEREBY affirm that, to the best of note or participates.	e that if a Board Member of the ion and voting of this NPG, the GNATURE hy knowledge, the information	NC has a conflict of in e NC Funding Program provided herein and c	nterest and completes to make the payme the payme ommunicated otherwise
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* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

PAGE 2 NCFP 107

Office of the City Clerk							/>	
Administrative Services Division							3	
Neighborhood Council (NC) Funding Progr	ram						569	Z (P)
Board Action Certification (BAC) Form	W 12 1.5. VI						1,0	
NC Name: Westchester/Playa			Meeting Date:			:3		
Budget Fiscal Year: 2023-2024			Agenda Item N					
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to appro- for the 2023 and	ve NPG nual com	for Friends nmunity/bea	of tach	he Jun clean u	ıp on 9/30	/23	
Method of Payment: (Select One)			☐ Credit Card			☐ Board	d Member Reimb	ursement
Recused Board Member	s must leave the room prior		ote Count ussion and may no	ot retu	m to the ro	om until after t	he vote is compl	ete.
Board Member's First and Last Name	Board Position	Yes	No	1	Abstain	Absent	Ineligible	Recused
Theresa Torrance	At Large-Affirmation	X						
Julie Ross	At Large 1	Х				() h		
Steve Donell	At Large 2	X						
Garrett Smith	At Large 3	Х						
Geoff Maleman	Business 90045					X		
Vacant	Business 90094				V []	5	1	
Al Hernandez	Business 90293		100			X		
Vacant	Community Org.	A TO						
Jack Hughes	Religious	4 - 1 - 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			TO WAY	X	
Paula Gerez	Income Prop.						X	
Nicole Carcel	LAX	1 1 1	Total Pro-			X		
Fred Puza	LMU					X		1
Vacant	Education	A Land	1 1/4					
David Voss	Residential 1	1 7 Miles	1		12.11	Х		
Gregg Anioleck	Residential 2	Χ						
Alexandra Reynolds	Residential 3	Х						
Vacant	Residential 4	THE						
Matt Lipschutz	Residential 5	X	16. 15.				The Health of the	
Greg Melton	Residential 6	X						
Lisa Gaines	Residential 7	X	10 (m)					
Thomas Flintoff	Residential 8	X						
Kevin O'Brien	Residential 9	Χ	1-1-1-1			- 14. V 15		
John Logsdon	Residential 10					X		
Dennis Miller	Residential 11	X						
Denny Schneider	Residential 12						X	
Brian Lockwood	Residential 13				and H	Х	-7-3-1	Zp52968
Jennifer Kingshott	Residential 14	4-3-25				Х		
Chip Mallek	Residential 15	Х					1985-4	
Board Quorum:	Total:	16	0		0	8	3	
We, the authorized signers of the above in meeting was held in accordance with all la meeting where a quorum of the Board was	aws, policies, and procedure	il, declare thes. The above	at the information e was approved b	n prese	Neighborho	nis form is accur and Council Boa Signed by:	ate and completerd, at a Brown A	e, and that a public ict compliant public
Authorized Signature	rance		Authorized Sign	ature	Paul	la Gerey		
Print/Type Name: Theresa Torrar			Print/Type Nam		wla _D Gg	108EF8D442		
Date: August 2, 2023			Date: Augus	t 2, 2	2023			

NCFP 101 BAC Rev020118

Office of the City Clerk Administrative Services Division							10			
Neighborhood Council (NC) Funding Prog	ram									
Board Action Certification (BAC) Form							TO THE	The day		
NC Name: Westchester/Playa			Meeting Date:	Augus	t 1, 202	3				
Budget Fiscal Year: 2023-2024			Agenda Item No							
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approfor the 2023 an	otion to approve NPG for Friends of r the 2023 annual community/beach					the Jungle in the amount of \$1,450.00 clean up on 9/30/23			
Method of Payment: (Select One)	☐ Check		☐ Credit Card			☐ Board	d Member Reimb	ursement		
Recused Board Member	s must leave the room pri		e Count sion and may not	return	to the ro	oom until after t	he vote is compl			
Board Member's First and Last Name	Board Position	Yes	No	Ab	stain	Absent	Ineligible	Recused		
Debra Huston	Senior Citizen	X								
Alan Quon	Service Org.	Х						10 10 11		
Dan Mohler	Youth Org.	X								
	-77 - 26 HT			_						
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11/10/10/10			,				Parking To			
Board Quorum:	Total:	16	0		0	8	3			
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board wa:	named Neighborhood Cou laws, policies, and proced	ncil, declare tha	t the information	presei	nted on t leighborh	his form is accu	rate and comple	te, and that a public Act compliant public		
Authorized Signature	anes		Authorized Signa Print/Type Name	ture:	Pan	la Gerez				
Authorized Signature Print/Type Name: Theresa Torra	nce					E D&E F8D442.				
Date: August 2, 2023			Date: August	2, 2	2023	100				



Invoice #2023 0801 NCWPDR

Number

Date August 1, 2023

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	221.76
Developer Services	47.50
Total Amount Due:	\$269.26

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 invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Details	Hours
7/5/2023	Agendas. Eblast	0.42
7/14/2023	Remove July committee meetings	0.17
7/27/2023	NNO, Movies in the park, beach on calendar. Eblast. Nextdoor	0.75
7/31/2023	Meeting invite. Eblast	0.34
	Communications Total	1.68
7/28/2023	Developer completes security audit and changes login page	0.50