

# Monthly Expenditure Report



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

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$21241.78	\$5369.17	\$15872.61	\$1911.44	\$0.00	\$13961.17

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$28500.00	\$19.99	\$12822.61	\$0.00	\$10911.17
Outreach		\$2849.18		\$1911.44	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
Neighborhood Purpose Grants	\$13000.00	\$2500.00	\$2550.00	\$0.00	\$2550.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$20758.22	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	ADOBE ACROPRO SUBS	12/10/2023	Motion to approve Adobe Acrobat subscription for NCWP operational expenses for FY 2023-2024 with expense not to exceed \$50 per month.	General Operations Expenditure	Office	\$19.99
2	MAILCHIMP	12/21/2023	Motion to approve Mailchimp monthly fee for FY 2023-2024 not to exceed \$60 monthly	General Operations Expenditure	Outreach	\$54.00
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/21/2023	Motion to approve Moore Business Results 2nd (October) invoice # 2023 1002 (overage of NCWP approved monthly) for additional work in month of September as outlined on ...	General Operations Expenditure	Outreach	\$397.32
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/21/2023	Motion to approve Moore Business Results invoice #2023 1101 in the amount of \$658.64.	General Operations Expenditure	Outreach	\$658.64
5	STEPHANIE DAVIS / HOME TOWN NEWS	12/01/2023	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00

6	Ballona Discovery Park Partners	11/27/2023	Motion to approve NPG request from Ballona Discovery Park Partners for their new fabrication of replacement of damaged interpretive panels in Ballona Discovery Park, in an amount of \$2,50...	Neighborhood Purpose Grants		\$2500.00
7	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/05/2023	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	\$442.20
8	promoshop	12/14/2023	Motion to approve Promoshop invoice #257882 in the amount of \$422.02 for 1000 NCWP postcard flyers.	General Operations Expenditure	Outreach	\$422.02
<b>Subtotal:</b>						<b>\$5369.17</b>

<b>Outstanding Expenditures</b>						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	LAX coastal Education Foundation	12/14/2023	Motion to approve a \$250 NCWP Sponsorship of the LAX Coastal Education Foundation Annual Art Show and Competition for TK-12 students.	General Operations Expenditure	Outreach	\$250.00
2	STEPHANIE DAVIS / HOME TOWN NEWS	12/20/2023	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	01/08/2024	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	\$286.44
4	LAX coastal Education Foundation	01/22/2024	Motion to approve an Event Booth sponsorship for LAX Coastal Education Foundation Rock N Roll Run for Education on 3/2/24 from 7:30am to 11:00am at Loyola Marymount Univer...	General Operations Expenditure	Outreach	\$500.00
<b>Subtotal: Outstanding</b>						<b>\$1911.44</b>



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

ORIGINAL

**Invoice Information**

Invoice Number 2626279220  
 Invoice Date 10-DEC-2023  
 Payment Terms Credit Card  
 Purchase Order AD01450810335CUS  
 Order Number 7114676863  
 Customer Number 1268614306  
 Currency USD

**Bill To**

Paula Gerez  
 CA 90012

# INVOICE

## Item Details

Service Term: 10-DEC-2023 to 09-JAN-2024

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 Total

NET AMOUNT (USD)	19.99
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>19.99</b>



Comments:

## Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!

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

NC Name: Westchester/Playa Meeting Date: August 1, 2023  
 Budget Fiscal Year: 2023-2024 Agenda Item No: 8.8

Board Motion and/or Public Benefit Statement (CP and NPG):  
 Motion to approve Adobe Acrobat Pro subscription for NCWP Operational Expenses for FY 2023-2024 with expenditure not to exceed \$50 monthly

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
Theresa Torrance	At Large-Affirmation	X					
Julie Ross	At Large 1	X					
Steve Donell	At Large 2	X					
Garrett Smith	At Large 3	X					
Geoff Maleman	Business 90045				X		
Vacant	Business 90094						
Al Hernandez	Business 90293				X		
Vacant	Community Org.						
Jack Hughes	Religious					X	
Paula Gerez	Income Prop.					X	
Nicole Carcel	LAX				X		
Fred Puza	LMU				X		
Vacant	Education						
David Voss	Residential 1				X		
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3	X					
Vacant	Residential 4						
Matt Lipschutz	Residential 5	X					
Greg Melton	Residential 6	X					
Lisa Gaines	Residential 7	X					
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9	X					
John Logsdon	Residential 10				X		
Dennis Miller	Residential 11	X					
Denny Schneider	Residential 12					X	
Brian Lockwood	Residential 13				X		
Jennifer Kingshott	Residential 14				X		
Chip Mallek	Residential 15	X					
<b>Board Quorum:</b>	<b>Total:</b>	16	0	0	8	3	

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.

DocuSigned by:

Authorized Signature: *Theresa Torrance* Authorized Signature: *Paula Gerez*  
 Print/Type Name: Theresa Torrance Print/Type Name: Paula Gerez  
 Date: August 2, 2023 Date: August 2, 2023





A copy of the receipt was sent to paula.ncwpdr@gmail.com.

# Mailchimp Invoice

## MC20830948

### 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](http://www.mailchimp.com)  
Tax ID: US EIN 58-2554149

### Details

Order # MC20830948  
Date Paid: December 21,  
2023 02:06 PM Los Angeles

### Billing statement

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#### Monthly plan

1501 - 2500 subscribers.

\$54.00

Paid via Mast ending in 1486 which expires

12/2026

on December 21, 2023

\$54.00



Balance as of December 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.



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

NC Name: Westchester/Playa (page 1) Meeting Date: January 9, 2024  
 Budget Fiscal Year: 2023-2024 Agenda Item No: 4.5

Board Motion and/or Public Benefit Statement (CP and NPG): Motion to approve increase in Mailchimp monthly fee for FY 2023 2024 not to exceed \$60 monthly.

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
Theresa Torrance	At Large-Affirmation	X					
Julie Ross	At Large 1				X		
Steve Donell	At Large 2				X		
Garrett Smith	At Large 3	X					
Geoff Maleman	Business 90045	X					
Vacant	Business 90094						
Al Hernandez	Business 90293	X					
Vacant	Community Org.						
Jack Hughes	Religious	X					
Paula Gerez	Income Prop.						
Nicole Carcel	LAX			X			
Fred Puza	LMU			X			
Vacant	Education						
David Voss	Residential 1	X					
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3	X					
Vacant	Residential 4						
Matt Lipschutz	Residential 5				X		
Greg Melton	Residential 6	X					
Lisa Gaines	Residential 7				X		
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9	X					
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11				X		
Denny Schneider	Residential 12	X					
Brian Lockwood	Residential 13				X		
Jennifer Kingshott	Residential 14	X					
Chip Mallek	Residential 15	X					
Board Quorum: 16	Total:	16	0	2	8		

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.

DocuSigned by: Theresa Torrance  
 Authorized Signature: *Theresa Torrance*  
 Print/Type Name: Theresa Torrance

DocuSigned by: Paula Gerez  
 Authorized Signature: *Paula Gerez*  
 Print/Type Name: Paula Gerez

Date: January 11, 2024 Date: January 11, 2024







Invoice #2023 1002 NCWPDR  
Number

Date October 2, 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	397.32
<b>Total Amount Due:</b>	<b>\$397.32</b>



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
9/8/2023	Update board page with VP photo. Minutes. Update committees. Draft of Traci comments	0.83
9/19/2023	LAX parcels for Venice Homeless on calendar. Eblast	0.67
9/20/2023	Committee email forwarding list. Change PLUM Committee Meeting date. Community Plan Agenda. Draft LAX parcel news	1.17
9/21/2023	LAX parcel meeting on news. Eblast	0.34
	Communications Services	3.01



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

NC Name: Westchester/Playa (page 1) Meeting Date: 11.7.23  
 Budget Fiscal Year: 2023-2024 Agenda Item No: 4.5

Board Motion and/or Public Benefit Statement (CIP and NPG):  
 Motion to approve Moore Business Results 2nd (October) invoice #2023 1002 (overage of NCWP approved monthly) for additional work in month of September as outlined on the invoice, in the amount of \$397.32

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
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Julie Ross	At Large 1	X					
Steve Donell	At Large 2	X					
Garrett Smith	At Large 3				X		
Geoff Maleman	Business 90045	X					
Vacant	Business 90094						
Al Hernandez	Business 90293				X		
Vacant	Community Org.						
Jack Hughes	Religious				X		
Paula Gerez	Income Prop.	X					
Nicole Carcel	LAX			X			
Fred Puza	LMU			X			
Vacant	Education						
David Voss	Residential 1	X					
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3	X					
Vacant	Residential 4						
Matt Lipschutz	Residential 5	X					
Greg Melton	Residential 6	X					
Lisa Gaines	Residential 7	X					
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9	X					
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Denny Schneider	Residential 12	X					
Brian Lockwood	Residential 13				X		
Jennifer Kingshott	Residential 14	X					
Chip Mallek	Residential 15	X					
<b>Board Quorum: 16</b>	<b>Total:</b>	20	0	2	5		

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DocuSigned by: Theresa Torrance DocuSigned by: Paula Gerez

Authorized Signature: Theresa Torrance Authorized Signature: Paula Gerez  
 Print/Type Name: Theresa Torrance Print/Type Name: Paula Gerez  
 Date: 11/8/23 Date: 11/8/23







Invoice #2023 1101 NCWPDR  
Number

Date November 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	563.64
Developer Services	95.00
<b>Total Amount Due:</b>	<b>\$658.64</b>



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
10/5/2023	Remove zoom from meetings. Events on calendar	0.42
10/9/2023	Update committee chair drop down. News: Senior classes, County Health Agreement. Legislative Report page. Eblast draft.	0.92
10/10/2023	PLUC Agenda/ Eblast	0.25
10/13/2023	Letter. Trunk or treats on calendar. Gov affairs meeting. Add Letter to news. Eblast	1.17
10/16/2023	Forwarding list. Cancel Meeting	0.17
10/19/2023	Halloween events on calendar	0.17
10/23/2023	Airport agenda/eblast. Update board meeting graphic.	0.42
10/25/2023	Airport relations, Halloween events on Nextdoor. Update gov event graphic on calendar	0.25
10/26/2023	Calendar: Seniors Halloween party, creativity workshop. Eblast	0.25
10/27/2023	Traffic reduction study eblast	0.25
	Communications Total	4.27
10/24/2023	Developer restores footer link function	1.00



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

NC Name: Westchester/Playa (page 1)		Meeting Date: 11.7.23	
Budget Fiscal Year: 2023-2024		Agenda Item No: 4.6	
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion to approve Moore Business Results invoice #2023 1101 in the amount of \$658.64.	
Method of Payment: (Select One)		<input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/> 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
Theresa Torrance	At Large-Affirmation	X					
Julie Ross	At Large 1	X					
Steve Donell	At Large 2	X					
Garrett Smith	At Large 3				X		
Geoff Maleman	Business 90045	X					
Vacant	Business 90094						
Al Hernandez	Business 90293				X		
Vacant	Community Org.						
Jack Hughes	Religious				X		
Paula Gerez	Income Prop.	X					
Nicole Carcel	LAX			X			
Fred Puza	LMU			X			
Vacant	Education						
David Voss	Residential 1	X					
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3	X					
Vacant	Residential 4						
Matt Lipschutz	Residential 5	X					
Greg Melton	Residential 6	X					
Lisa Gaines	Residential 7	X					
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9	X					
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Denny Schneider	Residential 12	X					
Brian Lockwood	Residential 13				X		
Jennifer Kingshott	Residential 14	X					
Chip Mallek	Residential 15	X					
<b>Board Quorum: 16</b>	<b>Total:</b>	20	0	2	5		

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DocuSigned by:	
Authorized Signature: <i>Theresa Torrance</i>	Authorized Signature: <i>Paula Gerez</i>
Print/Type Name: Theresa Torrance	Print/Type Name: Paula Gerez
Date: 11/8/23	Date: 11/8/23









# NEIGHBORHOOD COUNCIL OF WESTCHESTER / PLAYA

*Working together to improve our communities!*

"If you do not take an interest in the affairs of your government,  
then you are doomed to live under the rule of fools."

— Plato



## Your Neighborhood Council at Work This Month

By Lisa Gaines,  
NCWP Board Member/Outreach Committee Chair

### Westchester/Playa Neighborhood Council Updates:

Below is a partial list of all committees meeting for our community. Please refer to the website at [ncwpdr.org](http://ncwpdr.org) for a complete list and next meeting dates. Also, if you missed a meeting, you can access a copy of the minutes and handouts for every meeting. Please make sure to sign up for updates so you never miss out on important issues happening in our community.

### Board Meeting:

Met on October 3 and approved a position statement to Councilmember Traci Park regarding the Community Plan Update. A copy of this letter is available at [ncwpdr.org/ncwp-speaks-out-on-community-plan-update/](http://ncwpdr.org/ncwp-speaks-out-on-community-plan-update/)

### Community Services Committee:

Date TBD. Debra Huston, chair, plans to address needs of the community and issues impacting the quality of life of the community. The first meeting will be held in November and will discuss the issue of homeless vehicle dwellers and the issue of people who are homeless living in and around Westchester Park. We want people to feel safe and to be safe when using the park, the library, and the senior center.

### Public Safety Committee:

The next meeting will be held at 7 p.m. on November 14. We will have special guests: the Senior Lead Officers of the LAPD, as well as a representative from Council District 11. These meetings are very informative and you will walk away with a wealth of knowledge.

### Airport Relations Committee:

Met on October 27 and discussed the airport's 120-million passenger growth and street impact projections. A special LAX Sound Insulation Program of sound-rated energy efficient doors and windows and improved ventilation systems are offered to people living within their designated area. It is free to homeowners. To see if you are eligible, please visit: [www.LANA.org/laxRSIprogram](http://www.LANA.org/laxRSIprogram).



October 2023

## CEDARS-SINAI MARINA DEL REY HOSPITAL CONSTRUCTION UPDATE

### What to Expect

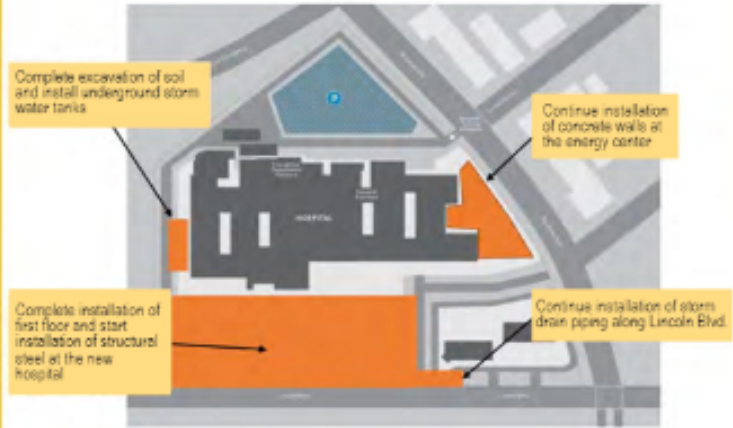
Construction will continue to progress in the previously started areas around the hospital as highlighted below. Construction hours will continue to be Monday-Saturday, 8 a.m.-5 p.m.

### Work will include:

- Completing installation of first floor concrete slab and starting installation of structural steel at the new hospital.
- Continuing installation of concrete walls at the energy center.
- Completing excavation of soil and installing underground storm water tanks.
- Continuing installation of storm drain along Lincoln Boulevard.

### Associated noise:

- Safety backup alarms of trucks/equipment
- Rattling and grinding
- Motors/generators
- Humming/drilling



CONSTRUCTION HOTLINE: 800-225-8420

**THE POWER OF CITY SERVICES IS IN THE PALM OF YOUR HAND.**  
[myla311.lacity.org](http://myla311.lacity.org)

Download the myLA311 app. Available for iOS and Android devices.

**YOU CAN HELP KEEP THE CITY FREE FROM GRAFFITI BY CALLING 3-1-1**

[myla311.lacity.org](http://myla311.lacity.org)

Download the myLA311 app. Available for iOS and Android devices.

**Next Neighborhood Council of Westchester/Playa Board Meeting:**

**6:30 p.m., Tuesday, November 7, 2023**

**@ LAX Police Headquarters | 9160 South Loyola Blvd., in Westchester**



**[www.ncwpdr.org](http://www.ncwpdr.org) • 213.473.7023**



Office of the City Clerk							
Administrative Services Division							
Neighborhood Council (NC) Funding Program							
Board Action Certification (BAC) Form							
NC Name: Westchester/Playa		Meeting Date: August 1, 2023					
Budget Fiscal Year: 2023-2024		Agenda Item No: 8.6					
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875 monthly						
Method of Payment: (Select One)	<input checked="" type="checkbox"/> Check	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Board Member Reimbursement				
<b>Vote Count</b>							
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
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Garrett Smith	At Large 3	X					
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Vacant	Business 90094						
Al Hernandez	Business 90293				X		
Vacant	Community Org.						
Jack Hughes	Religious					X	
Paula Gerez	Income Prop.					X	
Nicole Carcel	LAX				X		
Fred Puza	LMU				X		
Vacant	Education						
David Voss	Residential 1				X		
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3	X					
Vacant	Residential 4						
Matt Lipschutz	Residential 5	X					
Greg Melton	Residential 6	X					
Lisa Gaines	Residential 7	X					
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9	X					
John Logsdon	Residential 10				X		
Dennis Miller	Residential 11	X					
Denny Schneider	Residential 12					X	
Brian Lockwood	Residential 13				X		
Jennifer Kingshott	Residential 14				X		
Chip Mallek	Residential 15	X					
<b>Board Quorum:</b>	<b>Total:</b>	16	0	0	8	3	
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: Theresa Torrance		Print/Type Name: Paula Gerez					
Date: August 2, 2023		Date: August 2, 2023					









**SECTION III - PROJECT BUDGET OUTLINE**

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
		\$	\$
		\$	\$
		\$	\$
6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	<b>New fabrication of replacement of damaged Interpretive Panels</b>	\$ 5,000	\$ 13,000
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes If Yes, please list names of NCs: \_\_\_\_\_

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs)  No  Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
NC	\$ 5,000	\$
LMU	\$ 5,000	\$ 13,000
BDPP Board Members and supporters of the Park	\$ 3,000	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 5,000.00

10a) Start date: 11 / 1 / 23 10b) Date Funds Required: 12 / 1 / 23 10c) Expected Completion Date: 3 / 31 / 24  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

No  Yes  If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant
Stephen Donell/ Board Vice President of NCWPDR	Fellow Board Member and Treasurer of Ballona Discovery Park Partners (BDPP)

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

Yes  No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED\*

Lisa Fimiani President Lisa Fimiani 10/18/23  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*

David Kay Secretary David W. Kay 10/18/23  
 PRINT Name Title Signature Date

\* 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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form



INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **SEP 24 2014**

BALLONA DISCOVERY PARK PARTNERS  
C/O ERIC STRAUSS  
1 LMU DRIVE MSB 7444  
LOS ANGELES, CA 90045-2650

Employer Identification Number:  
46-1004730  
DLN:  
17053143328044  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
May 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
June 11, 2012  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

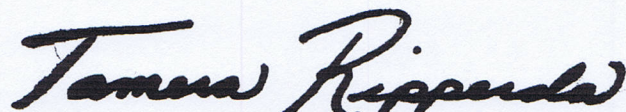
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.



Sincerely,



Director, Exempt Organizations



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

NC Name: Westchester/Playa (page 1)		Meeting Date: 11/7/23					
Budget Fiscal Year: 2023-2024		Agenda Item No: 8.2					
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion to approve NPG request from Ballona Discovery Park Partners for their new fabrication of replacement of damaged interpretive panels in Ballona Discovery Park, in an amount of \$2,500.00.					
Method of Payment: (Select One)		<input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/> 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
Theresa Torrance	At Large-Affirmation	X					
Julie Ross	At Large 1	X					
Steve Donell	At Large 2						X
Garrett Smith	At Large 3				X		
Geoff Maleman	Business 90045	X					
Vacant	Business 90094						
Al Hernandez	Business 90293				X		
Vacant	Community Org.						
Jack Hughes	Religious				X		
Paula Gerez	Income Prop.	X					
Nicole Carcel	LAX			X			
Fred Puza	LMU			X			
Vacant	Education						
David Voss	Residential 1	X					
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3	X					
Vacant	Residential 4						
Matt Lipschutz	Residential 5	X					
Greg Melton	Residential 6	X					
Lisa Gaines	Residential 7	X					
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9	X					
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Denny Schneider	Residential 12	X					
Brian Lockwood	Residential 13				X		
Jennifer Kingshott	Residential 14	X					
Chip Mallek	Residential 15		X				
Board Quorum: 16		Total:	18	1	2	5	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.

DocuSigned by: Theresa Torrance

DocuSigned by: Paula Gerez

Authorized Signature: Theresa Torrance	Authorized Signature: Paula Gerez
Print/Type Name: Theresa Torrance	Print/Type Name: Paula Gerez
Date: 11/21/23	Date: 11/21/23







Invoice #2023 1201 NCWPDR  
Number

Date December 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	442.20
<b>Total Amount Due:</b>	<b>\$442.20</b>

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
11/6/2023	Board & budget meetings. Eblast. Nd	0.67
11/7/2023	Senior events, Makers Market on calendar. Update board member email.	0.42
11/13/2023	Set up email forwarding	0.17
11/14/2023	Public Safety Blast	0.17
11/16/2023	Update WordPress, Plugins, Theme. Graphic for Dec meeting, Nov pluc meeting on calendar. San Wet Weather on news	0.83
11/22/2023	Agenda. Eblast	0.42
12/1/2023	2024 Board & budget meetings.	0.67
	<b>Total</b>	<b>3.35</b>



PROMO SHOP, INC  
 5420 MCCONNELL AVENUE  
 LOS ANGELES, CA 90066  
 PH: 310-821-1780  
 E-MAIL: ar@promoshopla.com



**INVOICE No. 257882**  
**Invoice Date: 26-Oct-23;**

Bill To	Ship To
<b>Neighborhood Council Westchester Playa</b> Paula Gerez 200 N Spring St Los Angeles, CA 90012 UNITED STATES Phone: 310 945 6801 Email: paula.ncwptr@gmail.com	Theresa Torrance 7909 W. 81st Street Playa del Rey, CA 90293 UNITED STATES Phone: 3107517934

Account No.	Ship Date	Ship Method	Terms	Account Executive	Misc1	Cost Center
A31532	12-Oct-23	UPS Ground	Net 30	KIMBERLY SWANSON		

Preview	Description	Color	Size	Qty	Received	Unit Price	Subtotal
	<b>Product:</b> 5.5x4.25 cards, Double sided, color, gloss <b>Cat. No.:</b> Post card <b>Imprint:</b> Artwork.NCWP postcard 2023.pdf <b>Type:</b> imprinting <b>Location:</b> 2 side <b>Notes:</b> Imprint color(s):Per art	Full color	5.5x4.25	1000	1000	\$ 0.37	\$ 370.00
<b>Subtotal:</b>							\$ 370.00
<b>Merchandise Subtotal:</b>							\$ 370.00
<b>Shipping:</b>							\$ 16.86
<b>Tax:</b>							\$ 35.16
<b>TOTAL PAYABLE:</b>							\$ 422.02
<b>TOTAL PAYABLE if paying by credit card:</b>							\$ 434.64
<b>TOTAL DUE:</b>							\$ 422.02

**Customer Notes:**

Production once approved: 5-7 business days  
 +tax/freight added to final invoice

PLEASE DETACH AND RETURN BOTTOM PORTION WITH PAYMENT

**Thank you for your order.** For proper credit, please return stub with your payment. If you have any questions regarding this invoice, please contact KIMBERLY SWANSON at 310-821-1780 and refer to order no. 257882.

**\*\*EFFECTIVE IMMEDIATELY, ALL CREDIT CARD TRANSACTIONS WILL INCUR A 2.99% SURCHARGE\*\*** ACH, wire transfer, e-Check, and check payments are accepted at no additional fee. Please contact AR@promoshopla.com for ACH wire information.

**Please make checks payable to:**  
 PROMO SHOP, INC  
 5420 MCCONNELL AVENUE  
 LOS ANGELES, CA 90066  
 PH: 310-821-1780  
 E-MAIL: ar@promoshopla.com

**Bill to address:**  
**Neighborhood Council Westchester Playa**  
 ATTN: Paula Gerez  
 Paula Gerez  
 200 N Spring St  
 Los Angeles, CA 90012  
 UNITED STATES

**Remittance:**

Date: 26-Oct-23  
 Account No.: A31532  
 Invoice No.: 257882  
 Payments / Credits: \$0.00  
 Balance Due: \$422.02  
 Due Date: 25-Nov-23



Please check box if address is incorrect or has changed, and indicate change(s) on the envelope.

**Please note:** If paying by credit card, the link was sent with your initial invoice email. If you need the link, please email [ar@promoshopla.com](mailto:ar@promoshopla.com).

**AMT ENCLOSED:**

A fee of 1.5% per month will be charged on all past due invoices. If any amounts are placed for collection customer agrees to pay all costs of collection, including fees, expenses, court costs, and reasonable attorney's fees.

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

NC Name: Westchester/Playa (page 1)		Meeting Date: 12/5/23					
Budget Fiscal Year: 2023-2024		Agenda Item No: 4.4					
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion to approve Promoshop invoice #257882 in the amount of \$422.02 for 1000 NCWP postcard flyers.					
Method of Payment: (Select One)		<input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/> Board Member Reimbursement					
<b>Vote Count</b>							
Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.							
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Garrett Smith	At Large 3	X					
Geoff Maleman	Business 90045	X					
Vacant	Business 90094						
Al Hernandez	Business 90293				X		
Vacant	Community Org.						
Jack Hughes	Religious				X		
Paula Gerez	Income Prop.					X	
Nicole Carcel	LAX				X		
Fred Puza	LMU			X			
Vacant	Education						
David Voss	Residential 1				X		
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3	X					
Vacant	Residential 4						
Matt Lipschutz	Residential 5	X					
Greg Melton	Residential 6				X		
Lisa Gaines	Residential 7	X					
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9	X					
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Denny Schneider	Residential 12	X					
Brian Lockwood	Residential 13				X		
Jennifer Kingshott	Residential 14	X					
Chip Mallek	Residential 15				X		
Board Quorum: 16	Total:	16	0	1	9	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.

DocuSigned by: Theresa Torrance		DocuSigned by: Paula Gerez	
Authorized Signature: Theresa Torrance	Authorized Signature: Paula Gerez	Print/Type Name: Theresa Torrance	Print/Type Name: Paula Gerez
Date: 12/7/23	Date: 12/7/23		



