# **Monthly Expenditure Report**



**Reporting Month: October 2024 Budget Fiscal Year: 2024-2025** 

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation								
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available			
\$28038.97	\$689.46	\$27349.51	\$1305.60	\$0.00	\$26043.91			

Monthly Cash Flow Analysis									
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available				
Office		\$39.98		\$0.00					
Outreach	\$28284.95	\$649.48	\$22349.51	\$1305.60	\$21043.91				
Elections		\$0.00		\$0.00					
Community Improvement Project	\$1000.00	\$0.00	\$1000.00	\$0.00	\$1000.00				
Neighborhood Purpose Grants	\$5500.00	\$0.00	\$4000.00	\$0.00	\$4000.00				
Funding Requests Und	der Review: \$0.00	Encumbrar	nces: \$0.00	Previous Expend	litures: \$6745.98				

	Expenditures								
#	Vendor	Date	Description	Budget Category	Sub-category	Total			
1	ADOBE ADOBE	10/10/2024	Motion to approve Adobe acrobat pro subscriptions for NCWP operational expenses for FY 2024 2025 with amount not to exceed \$50 monthly	General Operations Expenditure	Office	\$19.99			
2	MAILCHIMP	10/21/2024	Mailchimp used for NCWP Outreach of the agendas, current community events and communications	General Operations Expenditure	Outreach	\$54.00			
3	ADOBE ADOBE	10/21/2024	Adobe used for Agendas, BACs and Signatures	General Operations Expenditure	Office	\$19.99			
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	10/08/2024	Motion to approve monthly support for the board agenda and committee agendas for NCWP website and communications provided by Moore Business Results for FY 2024-2024 with expenditure not to exc	General Operations Expenditure	Outreach	\$595.48			
	Subtotal:		1	-		\$689.46			

			Outstanding Expenditures			
#	Vendor	Date	Description	<b>Budget Category</b>	Sub-category	Total

1	STEPHANIE DAVIS / HOME TOWN NEWS	10/23/2024	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2024-2025 with expenditure not to exceed \$850.00 monthly.	General Operations Expenditure	Outreach	\$850.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/05/2024	Motion to approve monthly support for the board and committee agendas for NCWP website and communications provided by Moore Business Results for the FY 2024 2025 with expenditure not to exceed	General Operations Expenditure	Outreach	\$455.60
	Subtotal: Outstanding					



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

ORIGINAL

**Invoice Information** 

Currency

 Invoice Number
 2897678919

 Invoice Date
 10-OCT-2024

 Payment Terms
 Credit Card

 Purchase Order
 AD01450810335CUS

 Order Number
 7114676863

 Customer Number
 1268614306

USD

Bill To

Theresa Torrance CA 90012

# **INVOICE**

Item Details							
Service Term: 10-0	CT-2024 to 09-NOV-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

GRAND TOTAL (USD) 19.99

**Comments:** 

**Billing Contact** 

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

Office of the City Clerk	k						ar leg	
Administrative Service	es Division						1	( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )
Neighborhood Counci		ram					1	
Board Action Certifica	tion (BAC) Form						The Che	Sono III
NC Name: Westches	- " "	)	-1	Meeting Date:	luly 2, 2024			
Budget Fiscal Year: 20 Board Motion and/or				Agenda Item No	: 4.12			
Statement (CIP and N		Motion to approve Ac 2024-2025 with expe	dobe Acre nditure n	obat Pro Subso oot to exceed \$8	criptions for 150 monthly.	NCWP Opera	ational Expen	ses for FY
Method of Payment: (	(Select One)	☐ Check		Credit Card		☐ Board	d Member Reimb	ursement
Recu	used Board Member	rs must leave the room prior		ote Count ussion and may not	return to the r	oom until after t	he vote is comple	ete.
Board Member's Fi		Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Theresa 7	Torrance	At Large-Affirmation	X	8 11 11				
Julie F	Ross	At Large 1				Х		
Steve I	Donell	At Large 2	12/10	i yaka ka	Maj-Tale	Х		
Garrett	Smith	At Large 3	X		(C) (C)			1 (1)
Geoff Ma	aleman	Business 90045	Х					
Vaca	ant	Business 90094	will had	The second second		71-77		1000
Al Hern	andez	Business 90293	Х		The Marie			
Vac	ant	Community Org.		The Mari		1		
Jack Hi	ughes	Religious	Melcust	J. P.W. Tangaran	ALCO STATE	P. Line	X	
Paula (	Gerez	Income Prop.				73.50	1952/156311	
Nicole (	Carcel	LAX	100		X			
Fred I	Puza	LMU			X	27 (3)		
Casey \	Yeazel	Education	Х	6 10 2 2 3 3	The State		12.7	
David		Residential 1	7			X		
Gregg A	nioleck	Residential 2	Х					7.0
Alexandra		Residential 3	Х			1.575-118	14 1 14 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
Vac		Residential 4	Maria R				State of the	
Matt Lip	schutz	Residential 5	Diana.			Х		
Greg M		Residential 6	Х	P. P. William				
Julie Z		Residential 7	Maria			X		
Thomas		Residential 8				X		
Kevin C	)'Brien	Residential 9	J. Park			X		
John Lo		Residential 10	Х		N To the last			
Dennis		Residential 11	X		7.40			
Denny So		Residential 12	Х					
Brian Loc		Residential 13				X		
Jennifer K		Residential 14	Х	Market Car		^		
Chip M	Autorities and a second	Residential 15	X			1 1 1 1 1 1		
Board Quorum: 16	ialiek	Total:	15	0	2	9	1	
	accordance with all			hat the information	n presented on by the Neighbor	this form is accu	rate and comple	
authorized Signature	_	Jorrance		Authorized Sign		la Gerez		
rint/Type Name: Th				Print/Type Nam	e: Paula	7 P8EF8D442		
oate: July 31, 20				Date: July 3	1, 2024			

Office of the City Clerk		best telepin				a policy of	
Administrative Services Division						1	( COS 10)
Neighborhood Council (NC) Funding Prog	ram					7	
Board Action Certification (BAC) Form						Of The	
NC Name: Westchester/Playa (page 2	)		Meeting Date:	July 2, 2024	NO MINESTER		1000000
Budget Fiscal Year: 2024-2025			Agenda Item N	o: 4.12	1-1175		
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve A 2024-2025 with exp	Adobe Acrol penditure no	bat Pro Subset to exceed \$	criptions for N 50 monthly.	NCWP Opera	ational Exper	ses for FY
Method of Payment: (Select One)	☐ Check		Credit Card		☐ Boar	d Member Reimb	ursement
Recused Board Member	rs must leave the room pric		e Count sion and may no	t return to the ro	oom until after t	the vote is compl	ete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Debra Huston	Senior Citizen	X					
Alan Quon	Service Org.			No.	X		
Dan Mohler	Youth Org.	Χ		STATE		7 100	
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oard Quorum: 16	Total:	15	0	2	9	1	
Ve, the authorized signers of the above neeting was held in accordance with all neeting where a quorum of the Board was	laws, policies, and procedu s present.	ncil, declare tha ires. The above	was approved b	y the Neighborh	ood Council Bo	arate and comple ard, at a Brown	ete, and that a public Act compliant public
DocuSigned Buthorized Signature	Jonance		Authorized Sign	ature: Paul	a Geres		
rint/Type Name: There \$18.7920 F925			Print/Type Nam	e: Paul@43	178E 58D442		
ate: July 31, 2024		An Miles	Date: July 3		ela e de la		
			, -	, '	go folia Talifalli II		

# Ma lichimp Invoice MC 2283 3 559

#### Issue dto

Paula Gerez

Neighborhood Council of

Westchester/P alya

paula.ncwpdr@gmail.com

O ice phone: 310-922-9175

200 N. Spring St. Los Angeles, CA

90012

## Issue dby

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

### De ails

Order# 22833059

Date Paid: October 20, 2024 11:26 P M

Los Angeles

## Billing state men t

Monthly plan 1501 - 2500 subscribers.	\$54.00
Intuit Assist for Mailchimp*  Al-powered marketing	\$0.00
Paid via Mast ending in 1 50 which expires 1 22026 on October 21, 2024	\$54.00

Balance as of October 21, 2024

\$0.00

\* Intuit Assist functionality (beta) is available to certain users with Premium, Standard and Legacy plans in select countries in English only. Access to Intuit Assist is available at no additional cost at this time. P icing, terms, conditions, special features and service options are subject to change without notice. Availability of features and functionality varies by plan type. Features may be broadly available soon but represents no obligation and should not be relied on in making a purchasing decision. For details, please view Mailchimp's various plans and pricing

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?

<u>Looking for our United States Residency Certi icate?</u>



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

ORIGINAL

#### **Invoice Information**

Invoice Number 2907563121
Invoice Date 21-OCT-2024
Payment Terms Credit Card
Purchase Order AD02445500356CUS
Order Number 7159928892
Customer Number 1294131000
Currency USD

Bill To

Paula Gerez CA 90012

# **INVOICE**

Item Details							
Service Term: 21-0	CT-2024 to 20-NOV-2024						
PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65316473	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

GRAND TOTAL (USD)

Comments:

**Billing Contact** 

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

19.99



Invoice #2024 1001 NCWPDR

Number

Date October 1, 2024

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	500.48
Developer Services	95.00
Total Amount Due:	\$595.48

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
9/4/2024	Meeting address near top of agenda	0.25
9/9/2024	Flight path event, PLUC meeting. Eblast	0.67
	Lane closure on news, nextdoor. Community Plan meeting on	
9/12/2024	calendar, news, nextdoor. Eblast	0.58
9/17/2024	Lane closure eblast.	0.25
9/19/2024	LAWA Meeting on calendar	0.17
	Update community plan and public safety meetings on calendar.	
9/20/2024	Eblast. Nextdoor.	0.67
9/23/2024	Airport relations meeting, eblast	0.75
9/27/2024	Meeting update and eblast	0.34
	Communications Total	3.68
	Developer addressed intermittent 502 errors created by 2 security	
9/11/2024	apps conflicting	0.50
9/13/2024	Update WordPress, theme, plugins	0.50
	Developer services	1.00

Office of the City Clerk						-()			
Administrative Services Division									
Neighborhood Council (NC) Funding Progr	ram					The The	2		
Board Action Certification (BAC) Form	Land 1 2004								
NC Name: Westchester/Playa (page 1)	Meeting Date: July 2, 2024 Agenda Item No: 4.8								
Budget Fiscal Year: 2024-2025 Board Motion and/or Public Benefit  Metion to approve monthly support for the									
Statement (CIP and NPG):	Motion to approve monthly support for the Board Agenda and Committee Agendas for NCWP website and NCWP communications provided by Moore Business Results for FY 2024-2025 with expenditure not to exceed \$650 monthly.								
Method of Payment: (Select One)	■ Check	1/-	☐ Credit Card ☐ Board Member Reimbursement						
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Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused		
Theresa Torrance	At Large-Affirmation	Χ							
Julie Ross	At Large 1				Х				
Steve Donell	At Large 2				Х				
Garrett Smith	At Large 3	Х					8		
Geoff Maleman	Business 90045	Х							
Vacant	Business 90094								
Al Hernandez	Business 90293	X							
Vacant	Community Org.								
Jack Hughes	Religious					X			
Paula Gerez	Income Prop.								
Nicole Carcel	LAX			Χ					
Fred Puza	LMU		1	Х					
Casey Yeazel	Education	Х							
David Voss	Residential 1	1			Х				
Gregg Anioleck	Residential 2	Х							
Alexandra Reynolds	Residential 3	Х							
Vacant	Residential 4								
Matt Lipschutz	Residential 5			R. Carl	Х				
Greg Melton	Residential 6	Х			100 M				
Julie Zaller	Residential 7				Х				
Thomas Flintoff	Residential 8				Х				
Kevin O'Brien	Residential 9				Х				
John Logsdon	Residential 10	Х							
Dennis Miller	Residential 11	Х							
Denny Schneider	Residential 12	Х							
Brian Lockwood	Residential 13				Х				
Jennifer Kingshott	Residential 14	X							
Chip Mallek	Residential 15	Х							
Board Quorum: 16	Total:	15	0	2	9	1	1		
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board was	laws, policies, and procedur s present.	cil, declare t res. The abo	hat the information ve was approved by	the Neighbor	hood Council B	urate and comple pard, at a Brown	ete, and that a public Act compliant public		
				Signed by:  Authorized Signature: Paula Gerey					
Print/Type Name: There's 7 07 07 07 07 07 07 07 07 07 07 07 07 0	Print/Type Name	Print/Type Name: Paul @ 3/00/05/E8D442							
<sup>Date:</sup> July 31, 2024			Date: July 31	Date: July 31, 2024					

Office of the City Clerk						/>		
Administrative Services Division							110 A	
Neighborhood Council (NC) Funding Progr	am					5 096		
Board Action Certification (BAC) Form						- Cy	100	
NC Name: Westchester/Playa (page 2)	Meeting Date: July 2, 2024							
Budget Fiscal Year: 2024-2025	Agenda Item No: 4.8							
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve monthly support for the Board Agenda and Committee Agendas for NCWP website and NCWP communications provided by Moore Business Results for FY 2024-2025 with expenditure not to exceed \$650 monthly.							
Method of Payment: (Select One)	<b>■</b> Check	☐ Credit Card ☐ Board Member Reimbursement						
Recused Board Member	s must leave the room price			eturn to the ro	om until after ti	he vote is comple	ete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Debra Huston	Senior Citizen	X						
Alan Quon	Service Org.			1/ 1/2-1	Χ			
Dan Mohler	Youth Org.	Х						
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Board Overview	W-2-1-	45		-				
Board Quorum: 16  We, the authorized signers of the above								
meeting was held in accordance with all meeting where a quorum of the Board was DocuSigned by	s present.			- Sign	ad by		Act compliant public	
		Authorized Signat	Authorized Signature: Paula Geren					
Authorized Signature Sheresa Print/Type Name: There982/275975	Authorized Signature: Paula Gerez  Print/Type Name: Paul@@CP@F8D442							
Date: July 31, 2024	<sup>Date:</sup> July 31, 2024							