

# Monthly Expenditure Report



Reporting Month: June 2025

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
\$12663.33	\$8090.41	\$4572.92	\$0.00	\$2000.00	\$2572.92

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$29284.95	\$158.97	\$2072.92	\$0.00	\$2072.92
Outreach		\$7931.44		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$5500.00	\$0.00	\$2500.00	\$0.00	\$2500.00
Funding Requests Under Review: \$2000.00		Encumbrances: \$0.00		Previous Expenditures: \$22121.62	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GOOGLE ONE	06/03/2025	Google Storage Drive for NCWP agendas and files	General Operations Expenditure	Office	\$18.99
2	4IMPRINT, INC	06/04/2025	NCWP branded items for Outreach events and advertising.	General Operations Expenditure	Outreach	\$799.01
3	4IMPRINT, INC	06/05/2025	NCWP branded items for Outreach and advertising	General Operations Expenditure	Outreach	\$819.46
4	ADOBE ADOBE	06/10/2025	Motion to approve Adobe Acrobat Pro subscriptions for NCWP operational expenses for FY 2024 2025 with expenditure not to exceed \$50 monthly.	General Operations Expenditure	Office	\$19.99
5	4IMPRINT, INC	06/11/2025	NCWP branded items for Outreach and advertising	General Operations Expenditure	Outreach	\$749.63
6	4IMPRINT, INC	06/16/2025	NCWP Branded items for outreach.	General Operations Expenditure	Outreach	\$1354.98
7	MAILCHIMP	06/21/2025	MailChimp used for outreach, agenda and newsletter for community notifications	General Operations Expenditure	Outreach	\$54.00

8	ADOBE	06/21/2025	Adobe used for agendas and BAC's.	General Operations Expenditure	Office	\$19.99
9	4IMPRINT, INC	06/26/2025	Refund on NCWP credit card (there is no BAC)	General Operations Expenditure	Outreach	\$-800.00
10	LAX Coastal Chamber of Commerce	05/29/2025	Motion to approve \$1,500.00 to LAX Coastal Chamber of Commerce for NCWP annual outreach for Star of the Neighborhood (selection due in June) and participation in the Westchester...	General Operations Expenditure	Outreach	\$1500.00
11	WAM Block Party Inc.	06/03/2025	Motion to approve a basic sponsorship pledge in the amount of \$1,000.00 for the NCWP to participate in outreach at the annual Westchester Arts and Music Block Party to be held on Emerson ...	General Operations Expenditure	Outreach	\$1000.00
12	WENDY L. MOORE / MOORE BUSINESS RESULTS	06/02/2025	Motion to approve additional work for WENDY L. MOORE / MOORE BUSINESS RESULTS for modifications to the Committee Agendas "add post" and creation of Committee Agendas page not ...	General Operations Expenditure	Outreach	\$400.00
13	WENDY L. MOORE / MOORE BUSINESS RESULTS	06/03/2025	Motion to approve monthly support for the NCWP board and committee agendas, website and communications provided by Moore Business Results for FY 2024 2025, with expenditure not to exceed &#x2...	General Operations Expenditure	Outreach	\$504.36
14	City of Los Angeles - Department of Neighborhood Empowerment	06/03/2025	Motion to approve NCWP FY 2025 2026 Canva renewal license, Canva Pro license for an amount not to exceed \$130.00 annually.	General Operations Expenditure	Office	\$100.00
15	STEPHANIE DAVIS / HOME TOWN NEWS	05/30/2025	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2024 2025 with amount not to exceed \$875.00	General Operations Expenditure	Outreach	\$675.00
16	STEPHANIE DAVIS / HOME TOWN NEWS	05/29/2025	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2024 2025 with expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
<b>Subtotal:</b>						<b>\$8090.41</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
<b>Subtotal: Outstanding</b>						<b>\$0.00</b>

**Becky Loehr**

Yesterday

To: Julie Cc: Josh &gt;



# 4imprint Refund From Order 29446033

Hello Julie,

Please see attached credit card receipt referencing the refund of \$800.00 from overpayment on order 29446033.

Thank you,

**Becky Loehr**

Credit Customer Care Associate

Email [bloehr@4imprint.com](mailto:bloehr@4imprint.com)Phone [800-260-5606](tel:800-260-5606) ext. 7125Web [www.4imprint.com](http://www.4imprint.com)

Term ID: 001

**Refund - Approved**

Date	06/26/25	Time 13:29:09
Method of Payment	MasterCard	
Entry Method	Manual	
Account #	XXXXXXXXXXXX1550	
Order ID	29446033	
Approval Code	089705	
<b>Amount</b>	<b>\$800.00</b>	

Customer Copy





Games

Apps

Movies & TV

Books

Kids

## Payments & subscriptions

# Google One

100 GB

Next payment: \$19.99 on Jun 3, 2026



### Upcoming charges

Starting Jun 3, 2026

\$19.99/year

### Primary payment method

Mastercard-1550

[Update](#)

### Backup payment method

None

[Set up](#)

[Cancel subscription](#)

Close



Games

Apps

Movies & TV

Books

Kids

# Google One

100 GB

Next payment: \$19.99 on Jun 3, 2026



## Upcoming charges

Starting Jun 3, 2026

\$19.99/year

## Primary payment method

Mastercard-1550

## Backup payment method

None

Google

Play Pa

Play Po

Gift car

Redeen

Refund

Kids & family

Parent Guide

Family sharing



Games

Apps

Movies & TV

Books

Kids

# Google One

100 GB

Next payment: \$19.99 on Jun 3, 2026



---

## Upcoming charges

Starting Jun 3, 2026

\$19.99/year

## Primary payment method

Mastercard-1550

## Backup payment method

None



101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746  
Free Fax: 800-355-5043

**Main Address**  
JULIE ZALLER  
NEIGHBORHOOD COUNCIL  
8040 EL MANOR AVE  
LOS ANGELES, CA 90045

**Invoice Address**  
Julie Zaller  
Neighborhood Council  
8040 El Manor ave  
Los Angeles CA 90045  
USA

**Shipping Address**  
Julie Zaller  
Neighborhood Council  
8040 EL MANOR AVE  
LOS ANGELES, CA 90045-1434  
USA  
Tel: 3107106717

**Order Number:** 29552016  
**Date:** June 04, 2025  
**Account No.:** 6601994  
**Your Order No.:**

**Questions Call:** Jamie Garbisch  
**Phone:** 877-446-7746 Ext. 7230  
**Fax:** 800-355-5043  
**Email:** jgarbisch@4imprint.com

**Item** Clear Zippered Box Tote **Colors** (Tote, Trim): Clear, Royal Blue

Qty	Item #	Description	Unit \$	Price \$	Total \$
100	169506	Clear Zippered Box Tote	6.4500	645.00	645.00
1	Set-Up Charge	Set-Up Charge	45.0000	45.00	45.00
1	Discounts	Good Will Discount	-31.0000	-31.00	-31.00
		Freight		75.76	75.76
				<b>Tax</b>	<b>64.25</b>
					<b>799.01</b>
				<b>Grand Total</b>	<b>799.01</b>
				<b>Received</b>	<b>799.01</b>
				<b>Total Due</b>	<b>0.00</b>

Payment via MC 1550

**Thank You! We appreciate your business.**

**Any overruns you may have received are yours with our compliments.**

- To ensure proper credit to your account, please quote "29552016/6601994" on your check or remittance.
- If you are not satisfied with your order, please call 1-800-300-0764. All claims must be made within 5 days of receipt.
- Any questions regarding your invoice? Please call 1-800-982-8979. Our terms are Net 30.
- Please make checks payable to 4imprint

**4imprint Federal ID #39-1837105, GSA Contract # GS-07F-9626S.** A Late Payment Charge based on maximum annual percentage allowed by your state law will be applied to this balance owed under this invoice when the invoice becomes past due. The purchaser agrees to pay all of the company's reasonable attorney's fees and any collection agency fees incurred in the collection of any amount owed hereunder and not paid when due. Purchaser agrees to pay any sales or use tax. No credit will be issued for returned merchandise without our consent. This invoice is a conditional acceptance by the seller of the buyer's offer to purchase seller's goods. It may contain terms which differ from or add to those contained in the buyer's purchase order, and to the extent that this is the case, the seller hereby expressly conditions its acceptance of the buyer's offer on the buyer's assent to the additional or different terms. The buyer's receipt and retention of the goods covered by this invoice constitutes acceptance of any such additional or different terms. The buyer and seller agree that any contract hereby entered into has been made and is to be construed according to our State Law.

Please visit our website - [www.4imprint.com](http://www.4imprint.com)

**Please Remit to:**  
**4imprint, Inc.**  
**25303 Network Place**  
**Chicago, IL 60673-1253**

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: May 6, 2025

Budget Fiscal Year: 2024-2025 Agenda Item No: 4.13

Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to approve that the unused Election Budget and CIP funds per the Fiscal Admin Packet for FY 2024 2025 in the amount of \$2,000.00 and \$1,000.00 respectively, as well as \$1,200.00 of the unused (Office) NC temp admin services for the NCWP President, and the \$300 for (Outreach) Event-food & refreshment expenses, be re-appropriated to the Outreach budget for much needed promotional items, replacement of the NCWP roll away banner and other outreach needs.

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		
Vacant	LAX						
Fred Puza	LMU			X			
Casey Yeazel	Education				X		
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					
Julie Zaller	Residential 7	X					
Thomas Flintoff	Residential 8				X		
Kevin O'Brien	Residential 9				X		
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Sarah Howard	Residential 12				X		
Vacant	Residential 13						
Jennifer Kingshott	Residential 14					X	
Chip Mallek	Residential 15	X					
Board Quorum: 16	Total:	12	0	1	8	5	

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: Theresa Torrance (DocuSigned by: Theresa Torrance) Authorized Signature: Paula Gerez (Signed by: Paula Gerez)

Print/Type Name: Theresa Torrance Print/Type Name: Paula Gerez

Date: May 7, 2025 Date: May 7, 2025





101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746

Free Fax: 800-355-5043

**Main Address**  
JULIE ZALLER  
NEIGHBORHOOD COUNCIL  
8040 EL MANOR AVE  
LOS ANGELES, CA 90045

**Invoice Address**  
Paula Gerez  
200 N Spring Street  
Los angeles CA 90012  
USA

**Shipping Address**  
Paula Gerez  
Neighborhood Council  
11037 OCEAN DR  
CULVER CITY, CA 90230-4910  
USA  
Tel: 310-710-6717

**Order Number:** 29544153  
**Order Date:** May 30 2025  
**Account No:** 6601994  
**Reference No:**

**Questions Call:** Jamie Garbisch  
**Phone:** 877-446-7746 Ext. 7230  
**Fax:** 800-355-5043  
**Email:** jgarbisch@4imprint.com

**Item** Souvenir Sticky Note - 3" x 4" - 50 Sheet **Colors** (Paper,Trim): White, White

Qty	Item #	Description	Unit \$	Price \$	Total \$
500	2375-50	Souvenir Sticky Note - 3" x 4" - 50 Sheet	0.8500	425.00	425.00
		Freight		34.31	34.31
				<b>Tax</b>	44.62
					503.93

**Artwork Instructions**

Product Color (Base, Trim): White,White  
Imprint Location: Sheet-Adhesive at Top  
Imprint Colors: Full Color

**Item** Cushioned Jar Opener - House **Colors** (Opener,Trim): Blue, Blue

Qty	Item #	Description	Unit \$	Price \$	Total \$
300	115249-HO	Cushioned Jar Opener - House	0.7500	225.00	225.00
1	Set-Up Charge	Set-Up Charge	45.0000	45.00	45.00
		Freight		17.17	17.17
				<b>Tax</b>	28.36
					315.53

**Artwork Instructions**

Product Color (Base, Trim): Blue,Blue  
Imprint Location: Front  
Imprint Colors: White

**Grand Total** 819.46



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Oshkosh, WI 54901

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Order Number: 29544153  
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**Thank You! We appreciate your business.**  
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- **If you are not satisfied with your order, please call 1-800-300-0764.** All claims must be made within 5 days of receipt.
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**4imprint Federal ID #39-1837105.** A Late Payment Charge based on maximum annual percentage allowed by your state law will be applied to this balance owed under this invoice when the invoice becomes past due. The purchaser agrees to pay all of the company's reasonable attorney's fees and any collection agency fees incurred in the collection of any amount owed hereunder and not paid when due. Purchaser agrees to pay any sales or use tax. No credit will be issued for returned merchandise without our consent. This invoice is a conditional acceptance by the seller of the buyer's offer to purchase seller's goods. It may contain terms which differ from or add to those contained in the buyer's purchase order, and to the extent that this is the case, the seller hereby expressly conditions its acceptance of the buyer's offer on the buyer's assent to the additional or different terms. The buyer's receipt and retention of the goods covered by this invoice constitutes acceptance of any such additional or different terms. The buyer and seller agree that any contract hereby entered into has been made and is to be construed according to our State Law.

Please visit our website - [www.4imprint.com](http://www.4imprint.com) To review our privacy policy please visit <https://www.4imprint.com/info/privacy>

**Please Remit to:**  
**4imprint, Inc.**  
**25303 Network Place**  
**Chicago, IL 60673-1253**

**Shipment Details**

Shipment to	Qty	Item #	Estimated Ship Date	Carrier, service	Delivery Date	Freight
Address as above.	500	2375-50	Jun 05 2025	UPS GROUND (Parcel)	Jun 10 2025	34.31
	300	115249-HO	Jun 09 2025	UPS GROUND (Parcel)	Jun 13 2025	17.17

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: May 6, 2025

Budget Fiscal Year: 2024-2025 Agenda Item No: 4.13

Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to approve that the unused Election Budget and CIP funds per the Fiscal Admin Packet for FY 2024 2025 in the amount of \$2,000.00 and \$1,000.00 respectively, as well as \$1,200.00 of the unused (Office) NC temp admin services for the NCWP President, and the \$300 for (Outreach) Event-food & refreshment expenses, be re-appropriated to the Outreach budget for much needed promotional items, replacement of the NCWP roll away banner and other outreach needs.

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		
Vacant	LAX						
Fred Puza	LMU			X			
Casey Yeazel	Education				X		
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					
Julie Zaller	Residential 7	X					
Thomas Flintoff	Residential 8				X		
Kevin O'Brien	Residential 9				X		
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Sarah Howard	Residential 12				X		
Vacant	Residential 13						
Jennifer Kingshott	Residential 14					X	
Chip Mallek	Residential 15	X					
Board Quorum: 16	Total:	12	0	1	8	5	

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 *Theresa Torrance* Authorized Signature: *Paula Gerez*

Print/Type Name: Theresa Torrance Print/Type Name: Paula Gerez

Date: May 7, 2025 Date: May 7, 2025





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

ORIGINAL

**Invoice Information**

Invoice Number 3125568629  
 Invoice Date 10-JUN-2025  
 Payment Terms Credit Card  
 Purchase Order AD01450810335CUS  
 Order Number 7114676863  
 Customer Number 1268614306  
 Currency USD

**Bill To**

Theresa Torrance  
 CA 90012

# INVOICE

## Item Details

Service Term: 10-JUN-2025 to 09-JUL-2025

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 (page 1)		Meeting Date: July 2, 2024					
Budget Fiscal Year: 2024-2025		Agenda Item No: 4.12					
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion to approve Adobe Acrobat Pro Subscriptions for NCWP Operational Expenses for FY 2024-2025 with expenditure not to exceed \$50 monthly.					
Method of Payment: (Select One)		<input type="checkbox"/> Check <input checked="" 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
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			
Casey Yeazel	Education	X					
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					
Julie Zaller	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:	15	0	2	9	1	

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DocuSigned by:		Signed by:	
Authorized Signature: <i>Theresa Torrance</i>	Authorized Signature: <i>Paula Gerez</i>		
Print/Type Name: Theresa Torrance	Print/Type Name: Paula Gerez		
Date: July 31, 2024	Date: July 31, 2024		





101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746  
Free Fax: 800-355-5043

**Main Address**  
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LOS ANGELES, CA 90045

**Invoice Address**  
Julie Zaller  
Neighborhood Council  
8040 El Manor ave  
Los Angeles CA 90045  
USA

**Shipping Address**  
Julie Zaller  
Neighborhood Council  
8040 EL MANOR AVE  
LOS ANGELES, CA 90045-1434  
USA  
Tel: 3107106717

**Order Number:** 29552013  
**Order Date:** June 02 2025  
**Account No:** 6601994  
**Reference No:**

**Questions Call:** Jamie Garbisch  
**Phone:** 877-446-7746 Ext. 7230  
**Fax:** 800-355-5043  
**Email:** jgarbisch@4imprint.com

**Item** Clear Zippered Box Tote **Colors** (Tote,Trim): Clear, Royal Blue

Qty	Item #	Description	Unit \$	Price \$	Total \$
100	169506	Clear Zippered Box Tote	6.4500	645.00	645.00
1	Set-Up Charge	Set-Up Charge	45.0000	45.00	45.00
1	Discounts	Good Will Discount	-31.0000	-31.00	-31.00
1	Discounts	Free Set-Up	-45.0000	-45.00	-45.00
		Freight		75.76	75.76
				<b>Tax</b>	59.87

**Artwork Instructions**

Product Color (Base, Trim): Clear,Royal Blue  
Imprint Location: Front  
Imprint Colors: Black

**Grand Total** 749.63

**Thank you for your order!**

**Information Regarding Sales Tax:** 4imprint currently collects sales tax on orders shipped to all states that impose a sales tax, as well as the District of Columbia and Puerto Rico. If your organization is exempt in any of the states or jurisdictions where we collect sales tax, please supply your Customer Care Representative with the appropriate tax exemption or resale certificate. For more information, please consult the website of the relevant tax agency.

To review our privacy policy please visit <https://www.4imprint.com/info/privacy>

**Shipment Details**

Shipment to	Qty	Item #	Estimated Ship Date	Carrier, service	Delivery Date	Freight
Address as above.	100	169506	Jun 10 2025	UPS GROUND (Parcel)	Jun 16 2025	75.76

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: May 6, 2025

Budget Fiscal Year: 2024-2025 Agenda Item No: 4.13

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Vacant	Business 90094						
Al Hernandez	Business 90293	X					
Vacant	Community Org.						
Jack Hughes	Religious	X					
Paula Gerez	Income Prop.				X		
Vacant	LAX						
Fred Puza	LMU			X			
Casey Yeazel	Education				X		
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					
Julie Zaller	Residential 7	X					
Thomas Flintoff	Residential 8				X		
Kevin O'Brien	Residential 9				X		
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Sarah Howard	Residential 12				X		
Vacant	Residential 13						
Jennifer Kingshott	Residential 14					X	
Chip Mallek	Residential 15	X					
Board Quorum: 16	Total:	12	0	1	8	5	

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 *Theresa Torrance* Authorized Signature: *Paula Gerez*

Print/Type Name: Theresa Torrance Print/Type Name: Paula Gerez

Date: May 7, 2025 Date: May 7, 2025





101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

877-446-7746  
800-355-5043

<p>JULIE ZALLER NEIGHBORHOOD COUNCIL 8040 EL MANOR AVE LOS ANGELES CA 90045</p>	<p><b>Shipping Address</b> Julie Zaller Neighborhood Council 8040 EL MANOR AVE LOS ANGELES, CA 90045-1434 USA Tel: 310-710-6717</p>
---	---

<b>Invoice Number</b> 13854856	<b>Account No.</b> 6601994
<b>Invoice Date</b> May 23, 2025	<b>Account Rep.</b> Josh Janicki
<b>Reference No</b>	<b>Our Order No.</b> 29446033

Item		Jada Stylus Twist Pen - Metallic		Colors	(Barrel,Grip): Blue, Black	
Qty	Item #	Description	Unit \$	Price \$	Total \$	
500	116498-M	Jada Stylus Twist Pen - Metallic	0.6700	335.00	335.00	
1	Set-Up Charge	Set-Up Charge	15.0000	15.00	15.00	
1	Coupon	Coupon Code	-35.0000	-35.00	-35.00	
		Freight		16.03	16.03	
				<b>Tax</b>	<b>30.71</b>	
					<b>361.74</b>	

Item		Power Clip - Translucent		Colors	(Clip,Grip): Translucent Blue, Black	
Qty	Item #	Description	Unit \$	Price \$	Total \$	
250	2245-T	Power Clip - Translucent	1.0500	262.50	262.50	
1	Set-Up Charge	Set-Up Charge	55.0000	55.00	55.00	
1	Coupon	Coupon Code	-31.7500	-31.75	-31.75	
		Freight		25.79	25.79	
				<b>Tax</b>	<b>27.86</b>	
					<b>339.40</b>	

Item		Sport Flyer - 9" - Opaque		Colors	(Flyer,Trim): Royal Blue, Royal Blue	
Qty	Item #	Description	Unit \$	Price \$	Total \$	
300	28828-S	Sport Flyer - 9" - Opaque	1.3100	393.00	393.00	
1	Set-Up Charge	Set-Up Charge	50.0000	50.00	50.00	
1	Coupon	Coupon Code	-44.3000	-44.30	-44.30	
		Freight		216.27	216.27	
				<b>Tax</b>	<b>38.87</b>	
					<b>653.84</b>	

**Total Net** 1,257.54  
**Total Tax** 97.44  
**Grand Total** 1,354.98  
**Total Due** 1,354.98

*Please ensure that payment is received by Jun 22 2025.*



101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

877-446-7746  
800-355-5043

<b>Invoice Number</b>	13854856	<b>Account No.</b>	6601994
<b>Invoice Date</b>	May 23, 2025	<b>Account Rep.</b>	Josh Janicki
<b>Your Order No.</b>		<b>Our Order No.</b>	29446033

**Thank You! We appreciate your business.**  
**Any overruns you may have received are yours with our compliments.**

- **To ensure proper credit to your account, please quote "13854856/6601994" on your check or remittance.**
- **If you are not satisfied with your order, please call 1-800-300-0764.** All claims must be made within 5 days of receipt.
- **Any questions regarding your invoice?** Please call 1-800-982-8979. Our terms are Net 30.
- **Please make checks payable to 4imprint, Inc.**

**4imprint Federal ID #39-1837105, GSA Contract # GS-07F-9626S.** A Late Payment Charge based on maximum annual percentage allowed by your state law will be applied to this balance owed under this invoice when the invoice becomes past due. The purchaser agrees to pay all of the company's reasonable attorney's fees and any collection agency fees incurred in the collection of any amount owed hereunder and not paid when due. Purchaser agrees to pay any sales or use tax. No credit will be issued for returned merchandise without our consent. This invoice is a conditional acceptance by the seller of the buyer's offer to purchase seller's goods. It may contain terms which differ from or add to those contained in the buyer's purchase order, and to the extent that this is the case, the seller hereby expressly conditions its acceptance of the buyer's offer on the buyer's assent to the additional or different terms. The buyer's receipt and retention of the goods covered by this invoice constitutes acceptance of any such additional or different terms. The buyer and seller agree that any contract hereby entered into has been made and is to be construed according to our State Law.

**To Pay Your Invoice Online Please Visit:**

[www.4imprint.com/payinvoice](http://www.4imprint.com/payinvoice)

**To Remit By Check:**

**4imprint, Inc.**

**25303 Network Place**

**Chicago, IL 60673-1253**

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: May 6, 2025

Budget Fiscal Year: 2024-2025 Agenda Item No: 4.13

Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to approve that the unused Election Budget and CIP funds per the Fiscal Admin Packet for FY 2024 2025 in the amount of \$2,000.00 and \$1,000.00 respectively, as well as \$1,200.00 of the unused (Office) NC temp admin services for the NCWP President, and the \$300 for (Outreach) Event-food & refreshment expenses, be re-appropriated to the Outreach budget for much needed promotional items, replacement of the NCWP roll away banner and other outreach needs.

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		
Vacant	LAX						
Fred Puza	LMU			X			
Casey Yeazel	Education				X		
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					
Julie Zaller	Residential 7	X					
Thomas Flintoff	Residential 8				X		
Kevin O'Brien	Residential 9				X		
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Sarah Howard	Residential 12				X		
Vacant	Residential 13						
Jennifer Kingshott	Residential 14					X	
Chip Mallek	Residential 15	X					
Board Quorum: 16	Total:	12	0	1	8	5	

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 *Theresa Torrance* Authorized Signature: *Paula Gerez*

Print/Type Name: Theresa Torrance Print/Type Name: Paula Gerez

Date: May 7, 2025 Date: May 7, 2025



# Mailchimp Invoice

## MC24412287

### 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  
405 N. Angier Ave. NE, Atlanta, GA  
30312  
USA  
[www.mailchimp.com](http://www.mailchimp.com)  
Tax ID: US EIN 58-2554149

### Details

**Order#** 24412287  
**Date Paid:** June 20, 2025 11:26 PM Los Angeles

### Billing statement

---

#### Monthly plan

1501 - 2500 subscribers.

**\$54.00**

---

#### Intuit Assist for Mailchimp\*

AI-powered marketing

**\$0.00**

---

**Paid via Mast** ending in **1550** which expires **12/2026**

on June 21, 2025

**\$54.00**

---

**Balance as of June 21, 2025**

**\$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. Pricing, 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?](#)

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



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

ORIGINAL

**Invoice Information**

Invoice Number 3135895387  
 Invoice Date 21-JUN-2025  
 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-JUN-2025 to 20-JUL-2025**

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
<b>GRAND TOTAL (USD)</b>	<b>19.99</b>

**Comments:**

**Billing Contact**

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

Thank you for your business!



**LAX Coastal Chamber of Commerce**  
 9100 S Sepulveda Blvd., Ste. 210  
 Los Angeles, CA 90045  
 (310) 645-5151  
 info@laxcoastal.com

<b>Invoice</b>	
Invoice Date:	5/26/2025
Invoice Number:	54884

Neighborhood Council of Westchester/Playa  
 Paula Gerez  
 8726 S. Sepulveda Blvd. PMB 191A  
 Westchester, CA 90045

Terms	Due Date
Due on receipt	5/26/2025

Description	Quantity	Rate	Amount
Star Sponsor - 25th Annual 4th of July Parade - Friday, July 4, 2025	1	\$1,500.00	\$1,500.00
<b>Subtotal:</b>			<b>\$1,500.00</b>
<b>Tax:</b>			<b>\$0.00</b>
<b>Total:</b>			<b>\$1,500.00</b>
<b>Payment/Credit Applied:</b>			<b>\$0.00</b>
<b>Balance:</b>			<b>\$1,500.00</b>

**Login to your Member Center to pay online.**

1. Go to [www.chamberlogin.com](http://www.chamberlogin.com) and enter your login and password.

Login:  
 Password:

2. Pay online, check out your additional Member Benefits, update your member page and contact information.

Thank you for your support of the **LAX Coastal Chamber of Commerce**

Membership Dues in the Chamber may be tax deductible as an ordinary and necessary business expense. Dues paid to the Chamber are not a charitable tax deduction for federal income tax purposes. For accounting purposes, the Chamber Tax ID #95-1806513.

Please return this portion with your payment.

**Member Name:** Neighborhood Council of Westchester/Playa

**Invoice #:** 54884

**Payment Amount:** \$ \_\_\_\_\_

**Payment Method:**  Check # \_\_\_\_\_  Credit Card

Make all checks payable to **LAX Coastal Chamber of Commerce** or enter credit card information below.

*Enter Credit Card Billing Address (inc. zip code)*

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

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: March 4, 2025

Budget Fiscal Year: 2024-2025 Agenda Item No: 4.6

Board Motion and/or Public Benefit Statement (CIP and NPG):  
 Motion to approve \$1,500.00 to LAX Coastal Chamber of Commerce for NCWP annual outreach for Star of the Neighborhood (selection due in June 2025) and participation in the Westchester July 4th parade.

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						
Fred Puza	LMU				X		
Casey Yeazel	Education	X					
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		
Julie Zaller	Residential 7				X		
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9				X		
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Sarah Howard	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>	15	0	0	11		

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: *Theresa Torrance* (DocuSigned by: Theresa Torrance)      Authorized Signature: *Paula Gerez* (Signed by: Paula Gerez)

Print/Type Name: Theresa Torrance      Print/Type Name: Paula Gerez

Date: March 15, 2025      Date: March 15, 2025



# WAM

7296 W. Manchester Ave Westchester,  
CA 90045  
(310)738-9494



# Invoice

## Invoice for

Neighborhood Council of Westchester/ Playa

8726 South Sepulveda Boulevard,  
PMB 191A  
Los Angeles, CA 90045

### Payable to

WAM Block Party

### Project

WAM 2025

### Invoice #

476836

### Due date

6/1/2025

Description	Qty	Unit price	Total price
Sponsorship	1	\$1,000.00	\$1,000.00
			\$0.00
			\$0.00
			\$0.00

Notes:

Subtotal **\$1,000.00**

Adjustments

**\$1,000.00**

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: March 4, 2025

Budget Fiscal Year: 2024-2025 Agenda Item No: 8

Board Motion and/or Public Benefit Statement (CIP and NPG):  
Motion to approve a basic sponsorship pledge in the amount of \$1,000.00 for the NCWP to participate in outreach at the annual Westchester Arts and Music Block party (WAM) to be held on Emerson Ave in Westchester on Saturday, September 20, 2025

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						
Fred Puza	LMU				X		
Casey Yeazel	Education	X					
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		
Julie Zaller	Residential 7				X		
Thomas Flintoff	Residential 8	X					
Kevin O'Brien	Residential 9				X		
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Sarah Howard	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>	15	0	0	11		

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: *Theresa Torrance* (DocuSigned by: Theresa Torrance) Authorized Signature: *Paula Gerez* (Signed by: Paula Gerez)

Print/Type Name: Theresa Torrance Print/Type Name: Paula Gerez

Date: March 15, 2025 Date: March 15, 2025





Invoice #2025 0530 NCWPDR  
Number

Date May 30, 2025

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

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Developer updates agenda system to automatically configure agenda URL.	400.00
<b>Total Amount Due:</b>	<b>\$400.00</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.

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: May 6, 2025  
 Budget Fiscal Year: 2024-2025 Agenda Item No: 4.15  
 Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to Approve additional work for WENDY L. MOORE / MOORE BUSINESS RESULTS for modifications to the Committee Agendas "add post" and creation of Committee Agendas page not to exceed \$600.  
 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		
Vacant	LAX						
Fred Puza	LMU			X			
Casey Yeazel	Education				X		
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					
Julie Zaller	Residential 7	X					
Thomas Flintoff	Residential 8				X		
Kevin O'Brien	Residential 9				X		
John Logsdon	Residential 10	X					
Dennis Miller	Residential 11	X					
Sarah Howard	Residential 12				X		
Vacant	Residential 13						
Jennifer Kingshott	Residential 14					X	
Chip Mallek	Residential 15	X					
<b>Board Quorum: 16</b>	<b>Total:</b>	12	0	1	8	5	

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: Theresa Torrance  
 Print/Type Name: Theresa Torrance  
 Date: May 7 2025  
 Authorized Signature: Paula Gerez  
 Print/Type Name: Paula Gerez  
 Date: May 7, 2025





Invoice #2025 0601 NCWPDR  
Number

Date June 1, 2025

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

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Communications Services	409.36
Developer Services	95.00
<b>Total Amount Due:</b>	<b>\$504.36</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
5/5/2025	Update board meeting, add budget meeting, ballona wetlands and fleet week to calendar. Eblast. Nd	0.58
5/6/2025	Update board@email forwarding. Update board page, community plan page	0.58
5/9/2025	Mothers Day for social	0.17
5/15/2025	CIS on letters page	0.17
5/16/2025	Star eblast, ND	0.25
5/19/2025	Skate day on calendar. Library update on news. Newsletter	0.34
5/28/2025	Calendar: Update budget day, LA28 Town Hall, Westchester Town Hall, Venice Summer Fest. Eblast. Ballona on Nd	0.58
5/30/2025	Agenda. Eblast Nd	0.34
	Communications Total	3.01
5/30/2025	Developer updated WordPress, Plugins, theme	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: 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)	<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.						
Nicole Carcel	LAX			X			
Fred Puza	LMU			X			
Casey Yeazel	Education	X					
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					
Julie Zaller	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:	15	0	2	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:		Signed by:	
Authorized Signature: <i>Theresa Torrance</i>	Authorized Signature: <i>Paula Gerez</i>		
Print/Type Name: Theresa Torrance	Print/Type Name: Paula Gerez		
Date: July 31, 2024	Date: July 31, 2024		



# CITY OF LOS ANGELES

## BOARD OF NEIGHBORHOOD COMMISSIONERS

JOY ATKINSON  
PRESIDENT

LEONARD SHAFFER  
VICE PRESIDENT

DEBBIE WEHBE  
MAGGIE QUIROZ  
KEREN WATERS  
RANDELL ERVING  
DOUGLAS EPPERHART

Email: [commission@empowerla.org](mailto:commission@empowerla.org)

## CALIFORNIA



KAREN BASS  
MAYOR

## NEIGHBORHOOD COUNCILS **EMPOWER LA** Department of NEIGHBORHOOD EMPOWERMENT

20<sup>th</sup> FLOOR, CITY HALL  
200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

TELEPHONE (213) 978-1551  
TOLL-FREE 3-1-1  
FAX: (213) 978-1751  
E-MAIL: [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

CARMEN CHANG  
GENERAL MANAGER

ERICK MUÑOZ  
COMMISSION EXECUTIVE ASSISTANT

[www.EmpowerLA.org](http://www.EmpowerLA.org)

## BILL TO: Westchester-Playa Neighborhood Council

**INVOICE #25-C049**

### Address:

Felicia Mahood Center  
11338 Santa Monica Blvd.  
L.A., CA. 90025

**DATE: May 20<sup>th</sup>, 2025**

**President:** Paula Gerez **Email:** [paula.ncwpdr@gmail.com](mailto:paula.ncwpdr@gmail.com)

**Treasurer:** Theresa Torrance **Email:** [theresa.ncwpdr@gmail.com](mailto:theresa.ncwpdr@gmail.com)

**DUE DATE: May 23<sup>rd</sup>, 2025**

Qty	Item Description	Unit Price	Amount
1.00	Canva Licenses Start Date 06/18/2025 End Date: 06/17/2026	\$100.00	\$100.00
<b>Total Cost</b>			<b>\$100.00</b>

Please make Checks Payable to:

**City of Los Angeles - Department of Neighborhood Empowerment**

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

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: April 1, 2025  
Budget Fiscal Year: 2024-2025 Agenda Item No: 4.4

Board Motion and/or Public Benefit Statement (CIP and NPG):  
Motion to approve FY 2025-2026 Canva License Renewal, Canva Pro license not to exceed \$130 annually

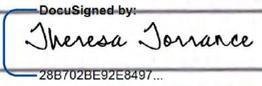
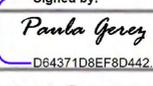
Method of Payment: (Select One)  Check  Credit Card  Board Member Reimbursement

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			
Casey Yeazel	Education	X					
David Voss	Residential 1	X			X		
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3	X					
Vacant	Residential 4						
Matt Lipschutz	Residential 5	X					
Greg Melton	Residential 6	X					
Julie Zaller	Residential 7				X		
Thomas Flintoff	Residential 8				X		
Kevin O'Brien	Residential 9	X					
John Logsdon	Residential 10				X		
Dennis Miller	Residential 11	X					
Sarah Howard	Residential 12	X					
Vacant	Residential 13						
Jennifer Kingshott	Residential 14	X					
Chip Mallek	Residential 15	X			X		
Board Quorum: 16	Total:	19	0	1	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.

Authorized Signature: 	Authorized Signature: 
Print/Type Name: Theresa Torrance	Print/Type Name: Paula Gerez
Date: April 5, 2025	Date: April 5, 2025



Hometown News  
8939 S. Sepulveda Blvd. Suite 110-745  
Westchester, CA 90045



# INVOICE

NCWP, Treasurer  
Neighborhood Council of Westchester/Playa  
8726 S. Sepulveda Blvd. PMB A191  
Westchester, CA 90045  
Invoice 5631

DATE	TRANSACTION	AMOUNT DUE
5/27/2025	June 2025 NCWP Newsletter for HomeTown News	\$675.00

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TOTAL AMOUNT \$675.00

THANK YOU FOR ADVERTISING WITH US!

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: July 2, 2024  
 Budget Fiscal Year: 2024-2025 Agenda Item No: 4.10

Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2024-2025 with expenditure not to exceed \$875 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			
Casey Yeazel	Education	X					
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					
Julie Zaller	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:	15	0	2	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  
 Signed by: Paula Gerez  
 Authorized Signature: Theresa Torrance  
 Authorized Signature: Paula Gerez  
 Print/Type Name: Theresa Torrance  
 Print/Type Name: Paula Gerez  
 Date: July 31, 2024  
 Date: July 31, 2024



Hometown News  
8939 S. Sepulveda Blvd. Suite 110-745  
Westchester, CA 90045



# INVOICE

NCWP, Treasurer  
Neighborhood Council of Westchester/Playa  
8726 S. Sepulveda Blvd. PMB A191  
Westchester, CA 90045  
Invoice 5630

DATE	TRANSACTION	AMOUNT DUE
5/27/2025	May 2025 NCWP Newsletter for HomeTown News	\$875.00

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TOTAL AMOUNT \$875.00

THANK YOU FOR ADVERTISING WITH US!

# 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



## Nominate A Star of the Neighborhood

The Stars of the Neighborhood Award is sponsored by the Neighborhood Council of Westchester/Playa, and its purpose is to identify and honor those unsung heroes of our community who quietly, persistently and without fanfare voluntarily perform good deeds that serve the needs of their neighbors and/or the community. You are invited to nominate a person whose efforts fit this criteria. The nominee must live in Westchester, Playa del Rey or Playa Vista. Nominations will be evaluated by an ad hoc committee of the Neighborhood Council, and the winning honoree(s) will be honored at Westchester's Annual Fourth of July Parade.

*Please provide the following information to nominate a Star of the Neighborhood  
(PLEASE PRINT NEATLY)*

Nominee's Name \_\_\_\_\_

Nominee's Address \_\_\_\_\_

Nominee's Phone Number \_\_\_\_\_

A brief description of what makes this person a Star of the Neighborhood:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your Name \_\_\_\_\_

Your Address \_\_\_\_\_

Your Phone Number \_\_\_\_\_ Email \_\_\_\_\_

**Nominations must be received by no later than May 27, 2025**

Form available on-line at [www.ncwpdr.org](http://www.ncwpdr.org) or email the information above to: [star@ncwpdr.org](mailto:star@ncwpdr.org)

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

**6:30 p.m., Tuesday, May 6, 2025**

@ CD11 Community Room | 7166 W. Manchester Ave., in Westchester



[www.ncwpdr.org](http://www.ncwpdr.org)



**THANK YOU FOR ADVERTISING WITH US!**

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: July 2, 2024	
Budget Fiscal Year: 2024-2025		Agenda Item No: 4.10	
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2024-2025 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	

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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.						
Nicole Carcel	LAX			X			
Fred Puza	LMU			X			
Casey Yeazel	Education	X					
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					
Julie Zaller	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:	15	0	2	9	1	

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DocuSigned by:		Signed by:	
Authorized Signature: <i>Theresa Torrance</i>	Authorized Signature: <i>Paula Gerez</i>		
Print/Type Name: Theresa Torrance	Print/Type Name: Paula Gerez		
Date: July 31, 2024	Date: July 31, 2024		

