

Monthly Expenditure Report



Reporting Month: May 2026

Budget Fiscal Year: 2025-2026

NC Name: Neighborhood Council of
Westchester-Playa

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$10036.67	\$1563.27	\$8473.40	\$2710.17	\$0.00	\$5763.23

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$22072.92	\$39.98	\$6009.84	\$0.00	\$3299.67
Outreach		\$1523.29		\$2710.17	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
Neighborhood Purpose Grants	\$7000.00	\$0.00	\$2000.00	\$0.00	\$2000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$19536.25	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	ADOBE	05/10/2026	Motion to approve Adobe Acrobat Pro subscriptions for NCWP operational expenses for FY 2025 2026 with expenditure not to exceed \$50 monthly.	General Operations Expenditure	Office	\$19.99
2	ADOBE	05/21/2026	used for our agenda and signing BACs	General Operations Expenditure	Office	\$19.99
3	MAILCHIMP	05/21/2026	used for our agenda, newsletter and outreach	General Operations Expenditure	Outreach	\$61.00
4	STEPHANIE DAVIS / HOME TOWN NEWS	04/01/2026	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2025 2026 with amount not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
5	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/04/2026	Motion to approve monthly support for the NCWP board and committee agendas, website and communications provided by Moore Business Results for fiscal year 2025 2026 with amount not to exceed &#...	General Operations Expenditure	Outreach	\$587.29
Subtotal:						\$1563.27

Outstanding Expenditures

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	06/01/2026	Motion to approve monthly support for the NCWP board and committee agendas, website and communications provided by Moore Business Results for FY 2025 2026 with expenditure not to exceed \$...	General Operations Expenditure	Outreach	\$485.17
2	STEPHANIE DAVIS / HOME TOWN NEWS	06/01/2026	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2025 2026 with monthly expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$675.00
3	STEPHANIE DAVIS / HOME TOWN NEWS	06/01/2026	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2025 2026 with monthly expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
4	STEPHANIE DAVIS / HOME TOWN NEWS	06/01/2026	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2025 2026 with monthly expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$675.00
Subtotal: Outstanding						\$2710.17



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

ORIGINAL

Invoice Information

Invoice Number 3453262723
Invoice Date 10-MAY-2026
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-MAY-2026 to 09-JUN-2026

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>

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: September 2, 2025

Agenda Item No: 4.8

Budget Fiscal Year: 2025-2026

Board Motion and/or Public Benefit
Statement (CIP and NPG):Motion to approve Adobe Acrobat Pro subscriptions for NCWP operational
expenses for FY 2025 2026 with expenditure not to exceed \$50.00 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.				X		
Jack Hughes	Religious	X					
Paula Gerez	Income Prop.				X		
Josh Francis	LAX						
Fred Puza	LMU			X			
Casey Yeazel	Education				X		
David Voss	Residential 1				X		
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3				X		
Tabitha Butler	Residential 4					X	
Matt Lipschutz	Residential 5	X			X		
Greg Melton	Residential 6						
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					X	
Jennifer Kingshott	Residential 14						
Chip Mallek	Residential 15	X					
Total:		14	0	1	9	3	

Board Quorum: 16

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

DocuSigned by:

Theresa Torrance

28B702BE92E8497...

Authorized Signature:

Signed by:

Paula Gerez

D64371D8EF8D442...

Print/Type Name:

Theresa Torrance

Print/Type Name: Paula Gerez

Date: September 3, 2025

Date: September 3, 2025

NCFP 101 BAC Rev020118



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

ORIGINAL

Invoice Information

Invoice Number 3464338904
Invoice Date 21-MAY-2026
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-MAY-2026 to 20-JUN-2026

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)	19.99

Comments:

Billing Contact

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

Thank you for your business!

Mailchimp Invoice MC26749011

Issued to

Neighborhood Council of Westchester/Playa
Neighborhood Council of Westchester/Playa
ncwpdr@solutionsbyheidi.com
Office phone:310-922-9175
200 N Spring St Los Angeles, CA 90012-4801

Issued by

Mailchimp
c/o The Rocket Science Group, LLC
405 N. Angier Ave. NE, Atlanta, GA 30308
USA
www.mailchimp.com
Tax ID: US EIN 58-2554149

Details

Order# 26749011
Date Paid: May 20, 2026 11:25 PM Los Angeles

Billing statement

Monthly plan

\$61.00

1501 - 2500 subscribers.

Paid via Mast ending in 2403 which expires
12/2026
on May 21, 2026

\$61.00

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

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

Balance as of May 21, 2026

\$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: September 2, 2025				
Budget Fiscal Year: 2025-2026				Agenda Item No: 4.5				
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion to approve emailing service for NCWP agenda distribution provided by MailChimp for FY 2025-2026 with expenditure 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.							
Josh Francis	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			
Tabitha Butler	Residential 4					X		
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:	14	0	1	9	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.								
Signed by:				Signed by:				
Authorized Signature: Theresa Torrance		Authorized Signature: Paula Gerez						
Print/Type Name: Theresa Torrance		Print/Type Name: Paula Gerez						
Date: September 2, 2025		Date: September 2, 2025						

NCFP 101 BAC Rev020118

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 6097

DATE	TRANSACTION	AMOUNT DUE
3/24/2026	March 2026 NCWP Newsletter for HomeTown News	\$875.00

TOTAL AMOUNT	\$875.00
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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



In-N-Out Plans New Location on Century Boulevard, Will Present to NCWP on April 7

The Neighborhood Council of Westchester/Playa will hear a presentation from In-N-Out Burger at its April 7 meeting seeking support for a new location planned for 5430 Century Boulevard, just west of The Westin Hotel LAX.

The Neighborhood Council's Planning and Land-Use Committee (PLUC) recommended that the NCWP support the proposal with the recommendation that further study be done to evaluate air circulation for seated patrons at the proposed restaurant.

The newest location of the popular burger chain would include a 2,038-square-foot restaurant building, a trash enclosure and restroom building. It would also include 30 outdoor seats and 31 on-site parking spaces.

The planned hours of operation are 10:30 a.m. to 1 a.m., Sunday through Thursday; and 10:30 a.m. to 1:30 a.m., Friday and Saturday.

In-N-Out Burger was founded in 1948 by Harry and Esther Snyder in Baldwin Park, as the first drive-thru hamburger stand in the state. Known for its simple menu and low prices, the chain, which does not franchise its restaurants, expanded slowly across the western U.S. while staying privately owned. After the



deaths of the founders and their son Rich Snyder, leadership eventually passed to granddaughter Lynal Snyder, who now owns the company.

Due in large part to patrons traveling to and from LAX, the existing Westchester location on Sepulveda Boulevard is often cited as one of the chain's highest producing locations.

NCWP is Proud to Sponsor Saturday's Roll, Roll & Run

The LAX Coastal Education Foundation is proud to once again host the Rock Roll & Run for Education on the picturesque campus of Loyola Marymount University on Saturday, March 7, 2026! The event will feature a 5K and 1K, as well as an after race expo featuring family-friendly activities, giveaways and a pancake breakfast. The festivities will also include live music and a DJ Big Rob to kick-off the fun at 8 a.m.

NCWP will be sponsoring the event and we look forward to seeing you there!

RACE DAY TIMELINE:

7 a.m. - Sign-ups Start for New Registration for 5K/1K
7 a.m. - Bib Pick-Up Starts
7:45 a.m. - LNU Street Closure
(Drillinger Lot Closed/Park at U-Hall)
7:45 a.m. - Expo Begins, Games, Food, and More
7:50 a.m. - Warm Up
8 a.m. - 5K Start

8:15 a.m. - Live Music
9:15 a.m. - Welcome / Thank You
10 a.m. - 1k Kid/Run Start
10:45 a.m. - DJ Rob Spin the Tunes
11 a.m. - Event Concludes

* Subject to change

Next Neighborhood Council of Westchester/Playa Board Meeting:

6:30 p.m., Tuesday, April 7, 2026

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



www.ncwpdr.org



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: September 2, 2025

Agenda Item No: 4.6

Budget Fiscal Year: 2025-2026

Board Motion and/or Public Benefit
Statement (CIP and NPG):Motion to approve monthly NCWP newsletter provided by Hometown News
for FY 2025 2026 with expenditure not to exceed \$875.00 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
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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		
Josh Francis	LAX						
Fred Puza	LMU			X			
Casey Yeazel	Education				X		
David Voss	Residential 1				X		
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3				X		
Tabitha Butler	Residential 4					X	
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					
Total:		14	0	1	9	3	

Board Quorum: 16

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Authorized Signature: Theresa Torrance

Print/Type Name: Theresa Torrance

Date: September 3, 2025

Authorized Signature: Paula Gerez

Print/Type Name: Paula Gerez

Date: September 3 2025

NCFP 101 BAC Rev020118

NCFP 101 BAC Rev020118



Invoice #2026 0501 NCWPDR
Number

Date May 1, 2026

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	587.29
Total Amount Due:	\$587.29

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
4/6/2026	Calendar: Intro to biz. News: Hyperion water ribbon cutting. Student LAX volunteers on nextdoor. Meeting reschedule eblast	0.58
4/7/2026	cancelled agenda	0.17
4/10/2026	Community plan update information on the agenda	0.42
4/11/2026	Swap incorreced motion file	0.25
4/13/2026	Stroll on calendar. Eblast. Nextdoor	0.75
4/15/2026	Star of neighborhood on news and nextdoor. Minutes	0.50
4/16/2026	Outreach meeting	0.17
4/22/2026	Update alt tags. Alt tag how to video on instruction page	1.34
	Total	4.18

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: September 2, 2025

Budget Fiscal Year: 2025-2026

Agenda Item No: 4.4

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

Motion to approve monthly support for the board and committee agendas for NCWP website and NCWP communications provided by Moore Business Results for FY 2025 2026 with expenditure not to exceed \$650. 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.				X		
Jack Hughes	Religious						
Paula Gerez	Income Prop.				X		
Josh Francis	LAX						
Fred Puza	LMU			X			
Casey Yeazel	Education				X		
David Voss	Residential 1				X		
Gregg Anioleck	Residential 2	X					
Alexandra Reynolds	Residential 3				X		
Tabitha Butler	Residential 4					X	
Matt Lipschutz	Residential 5	X			X		
Greg Melton	Residential 6						
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					
Total:		14	0	1	9	3	

Board Quorum: 16

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

DocuSigned by:

Theresa Torrance

Authorized Signature:

Signed by:

Paula Gerez

D64971D8EP8D442...

Print/Type Name: Theresa Torrance

Print/Type Name: Paula Gerez

Date: September 3, 2025

Date: September 3 2025

NCFP 101 BAC Rev020118

NCFP 101 BAC Rev020118