



**BOARD OFFICERS**

*Elaine Alaniz*  
**PRESIDENT**

*Ernesto Castro*  
**VICE PRESIDENT**

*Cedric J. Nelms*  
**SECRETARY**

*Rebecca M. Alvarado*  
**TREASURER**

City of Los Angeles  
**WESTLAKE NORTH  
NEIGHBORHOOD COUNCIL**

**AGENDA**

Special Board Meeting  
7 PM  
Thursday, March 14, 2023

**WNNC Board Meeting**  
**LAPD Rampart Police Station -  
Community Room**  
**1401 W 6th St, Los Angeles, CA  
90017**



**BOARD MEMBERS**

ELAINE ALANIZ  
REBECCA M. ALVARADO  
JOSE M CALDERON  
ERNESTO CASTRO  
DAVID DEFRENZA  
CEDRIC J. NELMS  
ANA PALACIOS (ALT)  
MARIA SANTIAGO

The City's Neighborhood Council system enables civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of volunteer stakeholders who are devoted to the mission of improving our communities and bringing government closer to us.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte e TBD, Secretaria, al [TBD](#) para avisar al Concejo Vecinal.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

**1. WELCOMING REMARKS**

- a. Call to Order & Roll Call

**2. COMMUNITY AND GOVERNMENT REPORTS AND ANNOUNCEMENTS**

- a. LA Police Department Senior Lead Representatives
- b. LA City Fire Department Representatives
- c. LA City Council District Representatives

## SPECIAL WNNC MEETING AGENDA

1. Council District 1 – Ben Cassorla
2. Council District 13 - Rep: Laila Molina
- d. Government Departments/Agencies, including:  
Department of Neighborhood Empowerment - Jose Galdamez
- e. Community Organizations

### 3. GENERAL PUBLIC COMMENT

Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Each speaker will be allowed on the floor for 2 minutes.

### 4. MONTHLY EXPENDITURE REPORTS & FINANCIALS

- a. Discussion /Action MOTION to approve the Monthly Expenditure Report (MER) for the month of September 2023.
- b. Discussion /Action MOTION to approve the Monthly Expenditure Report (MER) for the month of October 2023.
- c. Discussion /Action MOTION to approve the Monthly Expenditure Report (MER) for the month of November 2023.
- d. Discussion /Action MOTION to approve the Monthly Expenditure Report (MER) for the month of December 2023.
- e. Discussion /Action MOTION to approve the Monthly Expenditure Report (MER) for the month of January 2024.
- f. Discussion /Action MOTION to approve the Monthly Expenditure Report (MER) for the month of February 2024.
- g. Discussion /Action MOTION to approve the Monthly Expenditure Report (MER) for the month of March 2024.
- h. Discussion /Action MOTION to approve and amend the 2023- 2024 Administrative Packet to include Translation Services.
- i. Discussion /Action MOTION to approve up to \$200 for one (1) Zoom license with the Department of Neighborhood Empowerment. The Zoom license will be used for possible virtual meetings.

### 5. PRESENTATIONS

- A. PRESENTATION:** by presenter Ben Cassorla, City Certificates for El Grupo Bixel Unidos En Acción and active Westlake Community Volunteers.
- B. PRESENTATION:** by presenter TBD, DOT presentation about the Safe Streets Intervention in the pipeline at 4th and Loma.

**About the organization:** <https://ladot.lacity.gov/>.

### 6. NEIGHBORHOOD PURPOSE GRANT REQUESTS

- a. Discussion /Action MOTION to approve up to \$600.00 for the Miguel Contreras Learning Complex Los Angeles Unified School District to restore two gardens on the school campus.

## **7. COMMITTEE ITEMS**

- a. Discussion and possible action to review the approved CIS for CF 23-0792 Acquisition of the Mayfair Hotel to provide interim housing and support services for persons experiencing homelessness.

## **8. COMMITTEE REPORTS & UPDATES**

- a. Outreach Committee
- b. Budget and Finance Committee
- c. Youth/Education Committee
- d. Beautification and Land Use and Planning Committee
- e. Crime Prevention/Public Safety Committee
- f. Rules and Selections Committee
- g. Government Liaison Committee

## **9. BOARD MEMBER COMMENTS**

1. Introduce new or agenda items for consideration by the Board at its next meeting and request for items on future agenda.

## **10. ADJOURNMENT**

## SPECIAL WNNC MEETING AGENDA

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

### **Public Posting of Agendas -**

Neighborhood Council agendas are posted for public review as follows:

- 1401 W 6th St, Los Angeles, CA 90017
- [www.westlakenorthnc.org](http://www.westlakenorthnc.org)
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

### **Notice to Paid Representatives -**

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

### **Public Access of Records -**

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at Neighborhood Council Office Space Address (if applicable), at our website: [www.westlakenorthnc.org](http://www.westlakenorthnc.org) or at the scheduled meeting at 1401 W 6th St, Los Angeles, CA 90017. In addition, if you would like a copy of any record related to an item on the agenda, please contact Heather Stokes, Secretary, at: [hstokes@westlakenorthnc.org](mailto:hstokes@westlakenorthnc.org)

### **Reconsideration and Grievance Process -**

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.westlakenorthnc.org](http://www.westlakenorthnc.org).





# Invoice

Invoice number: 4922370769

Google LLC  
1600 Amphitheatre Pkwy  
Mountain View, CA 94043  
United States  
Federal Tax ID: 77-0493581

## Bill to

Westlake North Neighborhood Council  
200 N SPRING ST #2005, LOS ANGELES CA 90012  
Los Angeles, CA 90017  
United States

## Details

Invoice number .....4922370769  
Invoice date .....Feb 29, 2024  
Billing ID .....9503-5459-3112  
Domain name .....westlakenorthnc.org

## Google Workspace

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Total in USD	<b>\$42.00</b>
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## Summary for Feb 1, 2024 - Feb 29, 2024

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Subtotal in USD	\$42.00
Tax (0%)	\$0.00
Total in USD	\$42.00

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Feb 1 - Feb 29	7	42.00
		Subtotal in USD		\$42.00
		Tax (0%)		\$0.00
		Total in USD		<b>\$42.00</b>

**Need help understanding the charges on your invoice?** [Click here for detailed explanations](https://support.google.com/a?p=gsuite-bills-and-charges)  
<https://support.google.com/a?p=gsuite-bills-and-charges>



**Eco Promotional Products, Inc.**

1286 Oak Trail Drive  
Libertyville, IL 60048  
(847) 520-1771 / (877) ECO WINS  
accounting@ecopromotionsonline.com  
www.ecopromotionsonline.com

INVOICE

Bill To  
**Westlake North Neighborhood Council**  
Elaine Alaniz  
1725 W 6th Street  
#402  
Los Angeles California 90017 U.S.A

**Invoice#** INV-30094  
**Invoice Date** 02.29.2024  
**Terms** PAID  
**EPP S.O.#** SO-00253  
**EPP Contact** Grace Sawyer  
**Payment Details** 02.13.2024 MasterCard  
**Ship Date** 02.14.2024

Ship To  
Westlake North Neighborhood Council  
Elaine Alaniz  
1725 W 6th Street  
#402  
Los Angeles California 90017

Customer PO# / Notes :  
PRIORITY OVERNIGHT

Item	Description	EPP SKU	Qty	Rate	Amount
USA Made Seed Paper Wristband	Full-color, 1-location imprint	TPWB	300	1.18	354.00
Discount (Non-Profit)		DISC-NP	300	-0.16	-48.00
Set Up	Custom Imprint		1	35.00	35.00
Rush			1	93.75	93.75

Sub Total	434.75
CA: Los Angeles, LA (9.5%)	29.07
Shipping charge	115.31
<b>Total</b>	<b>\$579.13</b>
Payment Made	(-) 579.13
<b>Balance Due</b>	<b>\$0.00</b>

ACH PAYMENTS: Chase Bank. Routing: 071000013 Account: 751794736

**Terms & Conditions**

No returns will be accepted on printed, washed or decorated merchandise. All items must be inspected immediately and claims must be made within three days of receipt of goods. All returns must have prior authorization and may be subject to a 10% restocking fee. Credit card payments of \$2,000.00 or higher, or payments beyond established terms, will incur an additional 3% transaction fee. All returned checks will be subject to a \$25.00 service charge. A finance charge of 1.5% per month (18% APR) will be assessed on unpaid balances beyond established terms. Quoted charges are in US Dollars.





# Monthly Expenditure Report



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

NC Name: Westlake North  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$26272.29	\$4464.38	\$21807.91	\$4097.00	\$0.00	\$17710.91

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$14000.00	\$618.47	\$6952.02	\$597.00	\$6355.02
Outreach		\$3845.91		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$18000.00	\$0.00	\$5000.00	\$3500.00	\$1500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$15583.60	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	SWANK MOTION PICTURES	11/07/2023	Approved by Board motion to approve \$5000.00 for WNNC November holiday event and to pay for Swank movie rental of \$514.75.	General Operations Expenditure	Outreach	\$514.75
2	SQ CALIFORNIA CHICKEN	11/08/2023	Approved by Board action to approve FY2023/2024 Administrative Packet for Outreach - November general meeting 2023 expenditures	General Operations Expenditure	Office	\$222.50
3	CHATSWORTH GROCERY O	11/12/2023	Approved by Board motion action for discussion and possible action to approve up to \$5,000.00 for WNNC November holiday event.	General Operations Expenditure	Outreach	\$69.95
4	THE HOME DEPOT #1048	11/12/2023	Approved by Board motion action for discussion and possible action to approve up to \$5,000.00 for WNNC November holiday event.	General Operations Expenditure	Outreach	\$18.58
5	WAL-MART #2526	11/12/2023	Approved by Board action to discuss and action to approve up to \$5,000.00 for WNNC event.	General Operations Expenditure	Outreach	\$36.60
6	PY LOS ANGELES SELFST	11/13/2023	Approved by FY23/24 Admin. Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage - November 2023.	General Operations Expenditure	Office	\$148.00

7	IN-N-OUT BURGERS-COOKO	11/17/2023	Approved by Board motion action for discussion and possible action to approve up to \$5,000.00 for WNNC November holiday event.	General Operations Expenditure	Outreach	\$1000.00
8	ADOBE ACROPRO SUBS	11/21/2023	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Adobe November 2024.	General Operations Expenditure	Office	\$47.98
9	IN-N-OUT BURGERS-COOKO	11/24/2023	Approved by Board motion action for discussion and possible action to approve up to \$5,000.00 for WNNC November holiday event.	General Operations Expenditure	Outreach	\$1000.00
10	IN-N-OUT BURGERS-COOKO	11/27/2023	Approved by Board motion action for discussion and possible action to approve up to \$5,000.00 for WNNC November holiday event.	General Operations Expenditure	Outreach	\$1000.00
11	IN-N-OUT BURGERS-COOKO	11/28/2023	Approved by Board motion action for discussion and possible action to approve up to \$5,000.00 for WNNC November holiday event.	General Operations Expenditure	Outreach	\$206.03
12	THE WEB CORNER, INC.	11/03/2023	Approved by FY 23/24 Admin Packet - Office/Operational expenditures to pay the monthly fee to the Web Corner for November 2023.	General Operations Expenditure	Office	\$199.99
<b>Subtotal:</b>						<b>\$4464.38</b>

<b>Outstanding Expenditures</b>						
<b>#</b>	<b>Vendor</b>	<b>Date</b>	<b>Description</b>	<b>Budget Category</b>	<b>Sub-category</b>	<b>Total</b>
1	Los Angeles Fire Department Foundation	11/28/2023	Approved by Board motion to approve an NPG for \$1,000.00 for the Los Angeles Fire Department Foundation for a thermal imaging camera.	Neighborhood Purpose Grants		\$1000.00
2	Los Angeles Pregnancy Services	12/20/2023	Approved by Board Motion to approve an NPG for \$2,500.00 to the LA Pregnancy Services for community resources.	Neighborhood Purpose Grants		\$2500.00
3	THE WEB CORNER, INC.	01/29/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Web Corner December 2023	General Operations Expenditure	Office	\$199.00
4	THE WEB CORNER, INC.	01/29/2024	Approved by board action to approved FY23/24 admin packet office/operational expenditure Web Corner January 2024	General Operations Expenditure	Office	\$199.00
5	THE WEB CORNER, INC.	02/05/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Web Corner February 2024	General Operations Expenditure	Office	\$199.00
<b>Subtotal: Outstanding</b>						<b>\$4097.00</b>



WAL\*MART

PORTER RANCH, CA

ST# 2526 OP# 9027 TE# 27 TR# 787

SWT & SALTY	081878001208	F	5.38
SWT & SALTY	081878001208	F	5.38
SWT & SALTY	081878001208	F	5.38
1OCT SMTFOO	002840067909	F	6.82
1OCT SMTFOO	002840067909	F	6.82
1OCT SMTFOO	002840067909	F	6.82

SUBTOTAL 36.60

TAX 12 0 % 0.00

TOTAL 36.60

MASTERCARD CREDIT TEND 36.60

MASTERCARD \*\*\*\* \* 5007

CHANGE DUE 0.00

# ITEMS SOLD 6

11/12/23 10:49:31



Rebecca M Alvarado <ralvarado@westlakenorthnc.org>

## Swank Motion Pictures, Inc. Order Confirmation

**MotionP@swank.com** <MotionP@swank.com>  
To: RALVARADO@westlakenorthnc.org, KELDRIDGE@swank.com  
Cc: MotionP@swank.com

Wed, Nov 8, 2023 at 6:53 AM

We have you scheduled for the following movies. Call 1-800-876-5577 with any questions.

NOTE: DVDs ship early to allow testing on the specific equipment used for showing. Some DVD players cannot access all features or may be in-compatible. Call your contact above if you are unable to play the DVD.

NOTE: Notice only; invoice will follow.  
Check carefully and notify us at once if any questions.

Title: ENCANTO  
Swank Order No.: 2125984-2

Title Reference: 0065331 WSBVD  
Ship Date: 11/07/23  
Ship via: UPS Second Day  
Show Dates: 11/15/23 - 11/15/23

Price: \$480.00

Shipping: \$34.75

Total: \$514.75

Sales Tax: \$0.00

Final Total: \$514.75

Will be Shipped To:  
Your customer number is: 0000000-000  
Elaine Alaniz  
Residence  
1725 West 6th St Apt 402  
Los Angeles, CA 90017

Will be Billed To:  
Customer number: 0394470-001  
Rebecca Alvarado  
Treasurer  
Westlake North Neighborhood  
1401 W 6th St  
Los Angeles, CA 90017

Please print this document for your records.

Any movie may be cancelled without obligation provided that Swank Motion Pictures, Inc. receives written notification fourteen (14) days before the movie is shipped or the full rental and handling charges must be paid.



Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: October 12, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: D6

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

Approved by Board motion to approve \$5,000.00 for WNNC November holiday event.

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
ELAINE ALANIZ	PRESIDENT	X					
REBECCA M ALVARADO	TREASURER	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	VICE PRES.	X					
DAVID DEFRENZA	MEMBER	X					
CEDRIC J NELMS	SECRETARY	X					
ANA PALACIOS	MEMBER					X	
MARIA SANTIAGO	MEMBER					X	
<b>Board Quorum: 5</b>	<b>Total:</b>	6				2	

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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 11/22/2023

Date: 11/22/2023



Rebecca M Alvarado <ralvarado@westlakenorthnc.org>

## Swank Motion Pictures, Inc. Order Confirmation

**MotionP@swank.com** <MotionP@swank.com>  
To: RALVARADO@westlakenorthnc.org, KELDRIDGE@swank.com  
Cc: MotionP@swank.com

Wed, Nov 8, 2023 at 6:53 AM

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NOTE: Notice only; invoice will follow.  
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Title: ENCANTO  
Swank Order No.: 2125984-2

Title Reference: 0065331 WSBVD  
Ship Date: 11/07/23  
Ship via: UPS Second Day  
Show Dates: 11/15/23 - 11/15/23

Price: \$480.00

Shipping: \$34.75

Total: \$514.75

Sales Tax: \$0.00

Final Total: \$514.75

Will be Shipped To:  
Your customer number is: 0000000-000  
Elaine Alaniz  
Residence  
1725 West 6th St Apt 402  
Los Angeles, CA 90017

Will be Billed To:  
Customer number: 0394470-001  
Rebecca Alvarado  
Treasurer  
Westlake North Neighborhood  
1401 W 6th St  
Los Angeles, CA 90017

Please print this document for your records.

Any movie may be cancelled without obligation provided that Swank Motion Pictures, Inc. receives written notification fourteen (14) days before the movie is shipped or the full rental and handling charges must be paid.

## Catering

---

**From:** DTLA Catering  
**Sent:** Wednesday, November 8, 2023 10:14 AM  
**To:** Catering  
**Subject:** FW: New order from Elaine Alaniz on Wednesday, November 8 2023, 10:13 AM

---

**From:** admin@goparrot.ai <admin@goparrot.ai>  
**Sent:** Wednesday, November 8, 2023 10:13:35 AM (UTC-08:00) Pacific Time (US & Canada)  
**To:** DTLA Catering <dtlacatering@califchickencafe.com>  
**Subject:** New order from Elaine Alaniz on Wednesday, November 8 2023, 10:13 AM

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## New Order for Elaine Alaniz at Downtown LA Catering

- **Recipient Name:** Elaine Alaniz
- **Order Number:** 6NVYAB
- **Dining option:** Pickup
- **Phone:** +18187959597
- **Email:** elaine.alaniz@gmail.com
- **Fulfillment date :** Thursday, November 9 2023 at 04:45 PM
- **Paid With:**  
\*\*\*\*5007 by Credit Card
- **Created at:** Wednesday, November 8 2023, 10:13 AM

Item	Quantity	Price
So Many Wraps (Whole Wheat Pita, Caesar Wrap, Melrose Wrap, Ranch Wrap, Chinese Chicken Salad PP, California Chicken Salad PP, Cafe Caesar Salad PP, Add Utensils and Napkins, Add Servingware) Special Requests: <i>Extra napkins and plates.</i>	15	\$13.50
Chewy Coco-Nut	10	\$2.00

**Subtotal:** \$222.50

**Tax:** \$0.00

**Total:** \$222.50

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by Board action to approve FY2023/2024 Administrative Packet for Outreach - November general meeting 2023 expenditures.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/31/2024

Date: 1/31/2024





Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: October 12, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 6d

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

Approved by Board action to discuss and possible action to approve up to \$5,000.00 for the November holiday event.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER			X			
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER			X			
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
DAVID DEFRENZA	MEMBER	X					
<b>Board Quorum: 5</b>		<b>Total:</b>	5		3		

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/30/2024

Date: 1/30/2024





How doers  
get more done.

WILSHIRE/UNION  
1675 WILSHIRE BLVD.LA, CA 90017

1048 00008 78876 11/12/23 07:00 PM  
SALE CASHIER JENNIFER

073257014762 33/39G BLK <A> 16.97  
HDX 33-39 GAL 5OCT OUTDOOR BLK BAGS

SUBTOTAL 16.97  
SALES TAX 1.61  
TOTAL \$18.58

XXXXXXXXXXXX5007 MASTERCARD

USD\$ 18.58

AUTH CODE 014132/6082858

TA

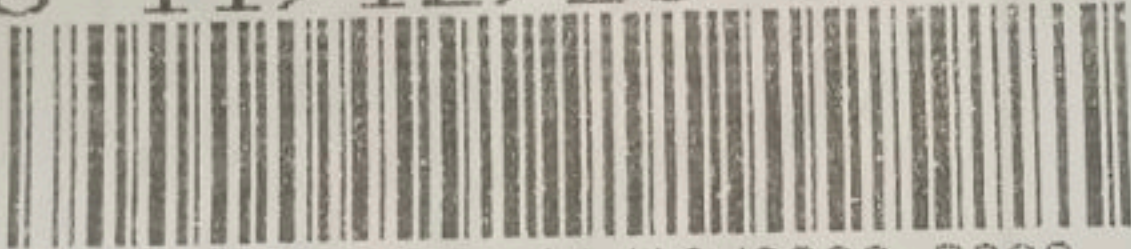
Chip Read

AID A0000000041010

MASTERCARD

P.O.#/JOB NAME: 0

1048 11/12/23 07:00 PM



1048 08 78876 11/12/2023 8290

RETURN POLICY DEFINITIONS  
POLICY ID DAYS POLICY EXPIRES ON  
A 1 90 02/10/2024

\*\*\*\*\*

**DID WE NAIL IT?**

Take a short survey for a chance TO WIN  
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

[www.homedepot.com/survey](http://www.homedepot.com/survey)

User ID: H89 159089 158049

PASSWORD: 23562 158041

Entries must be completed within 14 days  
of purchase. Entrants must be 18 or  
older to enter. See complete rules on  
website. No purchase necessary.



Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: October 12, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 6d

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

Approved by Board action to discuss and possible action to approve up to \$5,000.00 for the November holiday event.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER			X			
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER			X			
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
DAVID DEFRENZA	MEMBER	X					
<b>Board Quorum: 5</b>		<b>Total:</b>	5		3		

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/30/2024

Date: 1/30/2024

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: October 12, 2023

Budget Fiscal Year: 2023/2024

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 2/2/2024

Date: 2/2/2024

**Los Angeles Self Storage**  
**1000 West 6th Street**  
**Los Angeles, CA 90017**  
**213-481-1010**

# Payment Receipt

**Tenant** . CITY OF LOS ANGELES - WESTLAKE NORTH NC  
**Company**  
**Address** 200 N SPRING ST #2005  
**City, State, Zip** LOS ANGELES CA 90012

**Date Printed** November 13, 2023  
**Payment Date** November 13, 2023 8:16 AM  
**Unit** 7624  
**Current Balance** \$0.00  
**Paid Thru** November 30, 2023  
**Receipt Number** 145718 By AR

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
11/01/23	7624	Rent 11/1-11/30	128.00	0.00	0.00	128.00	128.00	Master Card
11/11/23	7624	Late Fee	20.00	0.00	0.00	20.00	20.00	Master Card
		Taxes					0.00	
		Payment (less tax)					148.00	
		Payment Subtotal					148.00	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					148.00	

Current Account Balance \$0.00  
Paid By Master Card \*\*\*\*\*5007  
Paid Thru Date November 30, 2023

Transaction Type Sale

Authorization 092799  
Reference p1\_txn\_65524bdeb3d23f13e4e9d2f

I agree to pay the above amount according to the card issuer statement.

x \_\_\_\_\_

Los Angeles Self Storage  
**You have the option of making an online payment by (clicking link) below.**  
<https://www.smartselfstorage.com/self-storage/ca/los-angeles/los-angeles-self-storage/>

Having problems logging in?  
Please call us at 213-481-1010

*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: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by FY23/24 Admin. Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage - November 2023.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 5

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 11/2/2023

Date: 11/2/2023



Invoice:E71209  
 Invoice Date:1/29/2024  
 Event Date:11/15/2023

# INVOICE

13502 Hamburger Lane  
 Baldwin Park, CA 91706  
 Phone: (626) 813-8295  
 Attn: Cookout Department  
 Federal ID#95-2246829

**Bill To:**

Westlake North Neighborhood Council  
 200 N Spring St Suite 2005  
 Los Angeles, CA 90012

**Event Location:**

LAPD- Rampart Station  
 1401 W 6th St  
 Los Angeles CA, 90017

**Event Name:** Westlake North Neighborhood Council

**Cookout Date:** Wednesday, November 15, 2023 5:00 pm

Name	Comment	Price	Qty	Total
Double-Doubles®	Truck 621	6.90	160	1,104.00
Double Meat	Truck 621	5.90	3	17.70
Cheeseburger	Truck 621	5.30	31	164.30
Hamburger	Truck 621	4.80	7	33.60
Medium Drink	Truck 621	2.35	158	371.30
French Fries	Truck 621	3.40	204	693.60

Fry Truck Charge:	500.00
Trip Charge:	500.00
Out of Area Charge:	0.00
Discount:	-0.00
Sales Tax:	321.53
Invoice Total:	3,706.03
Paid:	-3,706.03
<b>Balance Due:</b>	<b>0.00</b>

**YOUR BALANCE IS DUE UPON RECEIPT OF INVOICE**

TO PAY BY CREDIT CARD, PLEASE COMPLETE THE FOLLOWING:

Visa \_\_\_\_\_ M/C \_\_\_\_\_ Discover \_\_\_\_\_ Amex \_\_\_\_\_

Acct# \_\_\_\_\_ Exp Date \_\_\_\_\_ CVV \_\_\_\_\_

Name on Card \_\_\_\_\_ Zip Code \_\_\_\_\_



Event Date:11/15/2023

Event ID: E71209

# Payment Receipt

13502 Hamburger Lane  
Baldwin Park, CA 91706  
Phone: (626) 813-8295  
Attn: Cookout Department  
Federal ID#95-2246829

Bill To:  
Westlake North Neighborhood Council  
200 N Spring St Suite 2005  
Los Angeles, CA 90012

Event Location:  
LAPD- Rampart Station  
1401 W 6th St  
Los Angeles CA, 90017

Cookout Date:  
Wednesday, November 15, 2023 5:00 pm

Date	Amount	Comment	Pay Method	Card Number	Check #	Category	Pay Type
10/27/2023	500.00		Credit Card	*** 5007		Deposit	
11/17/2023	1,000.00		Credit Card	*** 5007		Payment	
11/24/2023	1,000.00	1000	Credit Card	*** 5007		Payment	
11/27/2023	1,000.00	1000	Credit Card	*** 5007		Payment	
11/28/2023	206.03		Credit Card	*** 5007		Payment	

**THANK YOU FOR YOUR PAYMENT!**

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: October 12, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 6d

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

Approved by Board action to discuss and possible action to approve up to \$5,000.00 for the November holiday event.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER			X			
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER			X			
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
DAVID DEFRENZA	MEMBER	X					
<b>Board Quorum: 5</b>		<b>Total:</b>	5		3		

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/30/2024

Date: 1/30/2024



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

ORIGINAL

Invoice Information

Invoice Number 2609965916  
Invoice Date 21-NOV-2023  
Payment Terms Credit Card  
Purchase Order HD01822402768CUS  
Order Number 7129974514  
Customer Number 561350191  
Currency USD

Bill To

Elaine Alaniz  
Westlake North NC  
200 N SPRING ST #2005 Los Angeles,  
CA 90012

# INVOICE

## Item Details

Service Term: 21-NOV-2023 to 20-DEC-2023

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65323714	Acrobat Pro	2	EA	23.99	47.98	0.00%	0.00	47.98

## Invoice Total

NET AMOUNT (USD) 47.98

TAXES (SEE DETAILS FOR RATES) 0.00

GRAND TOTAL (USD) 47.98

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: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Adobe November 2023.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/30/2024

Date: 1/30/2024



Invoice:E71209  
 Invoice Date:1/29/2024  
 Event Date:11/15/2023

# INVOICE

13502 Hamburger Lane  
 Baldwin Park, CA 91706  
 Phone: (626) 813-8295  
 Attn: Cookout Department  
 Federal ID#95-2246829

**Bill To:**

Westlake North Neighborhood Council  
 200 N Spring St Suite 2005  
 Los Angeles, CA 90012

**Event Location:**

LAPD- Rampart Station  
 1401 W 6th St  
 Los Angeles CA, 90017

**Event Name:** Westlake North Neighborhood Council

**Cookout Date:** Wednesday, November 15, 2023 5:00 pm

Name	Comment	Price	Qty	Total
Double-Doubles®	Truck 621	6.90	160	1,104.00
Double Meat	Truck 621	5.90	3	17.70
Cheeseburger	Truck 621	5.30	31	164.30
Hamburger	Truck 621	4.80	7	33.60
Medium Drink	Truck 621	2.35	158	371.30
French Fries	Truck 621	3.40	204	693.60

Fry Truck Charge:	500.00
Trip Charge:	500.00
Out of Area Charge:	0.00
Discount:	-0.00
Sales Tax:	321.53
Invoice Total:	3,706.03
Paid:	-3,706.03
<b>Balance Due:</b>	<b>0.00</b>

**YOUR BALANCE IS DUE UPON RECEIPT OF INVOICE**

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Visa \_\_\_\_\_ M/C \_\_\_\_\_ Discover \_\_\_\_\_ Amex \_\_\_\_\_

Acct# \_\_\_\_\_ Exp Date \_\_\_\_\_ CVV \_\_\_\_\_

Name on Card \_\_\_\_\_ Zip Code \_\_\_\_\_



Event Date:11/15/2023

Event ID: E71209

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13502 Hamburger Lane  
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11/28/2023	206.03		Credit Card	*** 5007		Payment	

**THANK YOU FOR YOUR PAYMENT!**

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/30/2024

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Invoice:E71209  
 Invoice Date:1/29/2024  
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Discount:	-0.00
Sales Tax:	321.53
Invoice Total:	3,706.03
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<b>Balance Due:</b>	<b>0.00</b>

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Visa \_\_\_\_\_ M/C \_\_\_\_\_ Discover \_\_\_\_\_ Amex \_\_\_\_\_

Acct# \_\_\_\_\_ Exp Date \_\_\_\_\_ CVV \_\_\_\_\_

Name on Card \_\_\_\_\_ Zip Code \_\_\_\_\_



Event Date:11/15/2023

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Los Angeles, CA 90012

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**THANK YOU FOR YOUR PAYMENT!**

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/30/2024

Date: 1/30/2024



Invoice:E71209  
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Event Date:11/15/2023

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**THANK YOU FOR YOUR PAYMENT!**

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: October 12, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 6d

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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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER			X			
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER			X			
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
DAVID DEFRENZA	MEMBER	X					
<b>Total:</b>		5		3			

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/30/2024

Date: 1/30/2024

**The Web Corner, Inc.**

15300 Ventura Blvd. Suite 400  
 Sherman Oaks, CA 91403  
 818-345-7443

**Invoice**

Date	Invoice #	Terms
11/1/2023	26306	Due on Receipt

Bill To
Westlake North Neighborhood Council

Ship To

QTY	Description	Price Each	Amount
1	November 2023 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	November 2023 Hosting for: westlakenorthnc.org (included in Maintenance)	15.00	0.00

Please remit payment at your earliest convenience.  Thank you for your business	<b>Total</b>	\$199.00
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	<b>\$199.00</b>

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by FY23/24 Administrative Packet - Office/Operational expenditures to pay the monthly fee to the Web Corner - November 2023

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 5

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 11/2/2023

Date: 11/2/2023

**The Web Corner, Inc.**

15300 Ventura Blvd. Suite 400  
 Sherman Oaks, CA 91403  
 818-345-7443

**Invoice**

Date	Invoice #	Terms
11/1/2023	26306	Due on Receipt

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	<b>Balance Due</b>	<b>\$199.00</b>

# Monthly Expenditure Report



Reporting Month: October 2023

Budget Fiscal Year: 2023-2024

NC Name: Westlake North  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35454.44	\$9182.15	\$26272.29	\$4296.99	\$0.00	\$21975.30

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$14000.00	\$471.97	\$11416.40	\$796.99	\$10619.41
Outreach		\$710.18		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$18000.00	\$8000.00	\$5000.00	\$3500.00	\$1500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$6401.45	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY LOS ANGELES SELFST	10/10/2023	Approved by FY23/24 Admin. Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage - November 2023.	General Operations Expenditure	Office	\$128.00
2	GOOGLE GSUITE_WESTLAK	10/10/2023	Payment was declined and double charged for October 2023, pending to receive invoice from Google.	General Operations Expenditure	Office	\$48.00
3	GOOGLE GSUITE_WESTLAK	10/10/2023	Payment was declined and double charged for October 2023, pending to receive invoice from Google.	General Operations Expenditure	Office	\$48.00
4	SPRINKLES #512	10/11/2023	Approved by FY23/24 Administrative Packet - Outreach expenditures to pay for food/snacks for October WNNC Board meeting to Sprinkles \$64.00	General Operations Expenditure	Outreach	\$64.00
5	IN N OUT BURGER 111	10/12/2023	Approved by FY23/24 Administrative Packet - Outreach expenditures to pay for food/snacks for October WNNC Board meeting to In n Out \$146.18	General Operations Expenditure	Outreach	\$146.18

6	ADOBE INC.	10/21/2023	Approved by FY23/24 Administrative Packet - Office/Operational expenditures to pay the monthly fee for Adobe - October 2023 for \$47.48	General Operations Expenditure	Office	\$47.98
7	IN-N-OUT BURGERS-COOKO	10/27/2023	Approved by Board motion action for discussion and possible action to approve up to \$5,000.00 for WNNC November holiday event.	General Operations Expenditure	Outreach	\$500.00
8	KYCC	10/11/2023	Approved by board action to approve \$3,000.00 to KYCC - 5K run at MacArthur Park.	Neighborhood Purpose Grants		\$3000.00
9	THE WEB CORNER, INC.	10/10/2023	Approved by FY23/24 Admin Packet - Office/Operational expenditures to pay a monthly fee to the Web Corner - October 2023.	General Operations Expenditure	Office	\$199.99
10	The Los Angeles City Stentorians	09/14/2023	Approved by Board action to approve \$5,000.00 for an NPG to the Los Angeles City Stentorians youth exposure for events within the community.	Neighborhood Purpose Grants		\$5000.00
<b>Subtotal:</b>						<b>\$9182.15</b>

<b>Outstanding Expenditures</b>						
<b>#</b>	<b>Vendor</b>	<b>Date</b>	<b>Description</b>	<b>Budget Category</b>	<b>Sub-category</b>	<b>Total</b>
1	THE WEB CORNER, INC.	11/03/2023	Approved by FY 23/24 Admin Packet - Office/Operational expenditures to pay the monthly fee to the Web Corner for November 2023.	General Operations Expenditure	Office	\$199.99
2	Los Angeles Fire Department Foundation	11/28/2023	Approved by Board motion to approve an NPG for \$1,000.00 for the Los Angeles Fire Department Foundation for a thermal imaging camera.	Neighborhood Purpose Grants		\$1000.00
3	Los Angeles Pregnancy Services	12/20/2023	Approved by Board Motion to approve an NPG for \$2,500.00 to the LA Pregnancy Services for community resources.	Neighborhood Purpose Grants		\$2500.00
4	THE WEB CORNER, INC.	01/29/2024	Approved by board action to approved FY23/24 admin packet office/operational expenditure Web Corner January 2024	General Operations Expenditure	Office	\$199.00
5	THE WEB CORNER, INC.	01/29/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Web Corner December 2023	General Operations Expenditure	Office	\$199.00
6	THE WEB CORNER, INC.	02/05/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Web Corner February 2024	General Operations Expenditure	Office	\$199.00
<b>Subtotal: Outstanding</b>						<b>\$4296.99</b>



YOUR GUEST NUMBER IS  
63

IN-N-OUT BURGER STUDIO CITY  
111 1 12 1010

Cashier: KEITH NA  
Check : 63

15 Cheesebrgr Animal	56.25
10 Cheesebrgr	37.50
1 Db1-Db1 Animal	5.25
15 Fry	34.50
15 * Side: Raw Onion	

COUNTER-Take Out	133.50
TAX 9.5%	12.68
Amount Due	\$146.18
Tender MasterCard	\$146.18
Change	\$ .00

CHARGE DETAIL

SALE  
Name: ALANIZ/ELAINE  
Card Type: Mastercard  
Account: \*\*\*\*\*5007 C  
Auth Code: 043537  
Trans #: 1010  
Auth Ref: 1503057095  
AUTH AMT: \$146.18  
AID: A0000000041010  
TVR: 0000008000  
TSI: E800  
App Name: MASTERCARD  
ARQC: C229175BE62EA5D3

Help us fight Substance Abuse.  
To donate please visit  
[www.slave2nothing.org](http://www.slave2nothing.org)

**THANK YOU!**

Questions/Comments: Call 800-786-1000

2023-10-12

L1 T1

4:11 PM



Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by FY23/24 Admin. Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage - November 2023.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 11/2/2023

Date: 11/2/2023

# INVOICE

**MAKE CHECK PAYABLE TO**

Los Angeles Self Storage  
1000 W. 6th Street  
Los Angeles, CA. 90017  
(213)481-1010

Unit 7624  
Tenant 246303  
Invoice 106517

Invoice Date October 18, 2023  
Due Date November 1, 2023

Amount Due 128.00

. CITY OF LOS ANGELES - WESTLAKE NORTH NC

200 N SPRING ST #2005  
LOS ANGELES CA 90012

Please check box if address is incorrect and indicate change. Signature is required to authorize address changes.

\_\_\_\_\_  
Signature  
AMOUNT ENCLOSED \_\_\_\_\_

-----  
**DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT**

<u>UNIT</u>	<u>DATE</u>	<u>ITEM/SERVICE</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>DUE</u>
7624	11/1/2023	Rent 11/1-11/30	128.00	0.00	128.00
				Subtotal	128.00
				Taxes	0.00
				Balance Due	128.00

Please remit the total due amount of **128.00** to the above address.

**You have the option of making an online payment by (clicking link) below.**

<https://www.smartselfstorage.com/self-storage/ca/los-angeles/los-angeles-self-storage/>

Having problems logging in?

Please call us at 213-481-1010

-----  
Pre-pay 12 months and receive one month Free!  
-----

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

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Credit Card

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MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 11/2/2023

Date: 11/2/2023

# INVOICE

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(213)481-1010

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Amount Due 128.00

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AMOUNT ENCLOSED \_\_\_\_\_

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Having problems logging in?

Please call us at 213-481-1010

-----  
Pre-pay 12 months and receive one month Free!  
-----

Oct 1 – 31, 2023 [Download] [Print]

Documents (2)

CSV Invoice (1)  
4837860877 (Created: 11/1/23)

PDF Invoice (1)  
4837860877 (Created: 11/1/23) -

Date	Description
Oct 11 – 31, 2023	Google Workspace Business Starter: Usage of 7 seats
Oct 1 – 10, 2023	Google Workspace Business Starter: Usage of 8 seats
Oct 9, 2023	Manual payment: Mastercard **** 5007. A84089957882048023
Oct 9, 2023	Automatic payment: Mastercard **** 5007. A19086316886310607
Oct 1, 2023	Automatic payment declined: Mastercard **** 5007 for \$48.00. No reason provided by your financial institution. POVqCHYP

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Google Workspace September 2023.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023

Oct 1 – 31, 2023 [Download] [Print]

Documents (2)

CSV Invoice (1)  
4837860877 (Created: 11/1/23)

PDF Invoice (1)  
4837860877 (Created: 11/1/23) -

Date	Description
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Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023



# Order #21756742571606017

Order Status: **Closed** | Ordered on **10/10/2023 6:56:22 PM**

## ▼ Order Summary

### Ready Time

Scheduled for 10/11/2023 7:45 PM

### Scheduled Fire Time

10/11/2023 7:45:00 PM

### Order Type

Pickup

### Transmission Method

POS

### Internet Protocol Address

76.168.132.208

### POS Reference

3b850da1-4c93-4946-9492-950dadfa3463

Order Content >

### Customer Summary

Elaine Alaniz

(818) 795-9597

elaine.alaniz@gmail.com - Opt-In

### Store Details

Downtown LA (SC012LA)

### Payment Summary

Payment Status:

Billed

Total:

\$64.00

Payment Breakdown >

## ▼ Ordering Provider Details

**Ordering Provider:**

BHW (Sprinkles) - Ordering

**Ordering Provider Order ID:**

p\_g5zaEKmUSgxONR0yaOkg

▼ Order Content

1x	<b>12 Cupcakes - Standard Box</b>	(1 x \$60.00 ) = \$60.00
	Cupcake Flavors Twix x 1	(1 x 1 x \$1.00) = \$1.00
	Cupcake Flavors Twix x 1	(1 x 1 x \$1.00) = \$1.00
	Cupcake Flavors Twix x 1	(1 x 1 x \$1.00) = \$1.00
	Cupcake Flavors Twix x 1	(1 x 1 x \$1.00) = \$1.00
	Cupcake Flavors Pumpkin x 1	
	Cupcake Flavors Red Velvet x 1	
	Cupcake Flavors Dark Chocolate x 1	
	Cupcake Flavors Vanilla x 1	
	Cupcake Flavors Strawberry x 1	
	Cupcake Flavors Black & White x 1	
	Cupcake Flavors Vanilla Milk Chocolate x 1	
	Cupcake Flavors Salty Caramel x 1	

▼ Payment Breakdown

**Transmission Method**

POS

**POS Reference**

3b850da1-4c93-4946-9492-950dadfa3463

**Sprinkles Rewards**

60045572736

<b>Subtotal</b>		\$64.00
<b>Tax</b>		\$0.00
<b>Tip</b>		\$0.00
<b>Credit Card (Mastercard - 5007)</b>	Billed	\$64.00
<b>Bill Total</b>		<b>\$64.00</b>

▶ Billing Transactions

▲ Scroll to Top

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Meeting Date:

Budget Fiscal Year: Agenda Item No:

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

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.

Table with 8 columns: Board Member's First and Last Name, Board Position, Yes, No, Abstain, Absent, Ineligible, Recused. Multiple empty rows for data entry.

Board Quorum: Total:

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 Rebecca M Alvarado Authorized Signature: Elaine Alaniz

Print/Type Name: Print/Type Name:

Date: Date:





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

ORIGINAL

Invoice Information

Invoice Number 2583985956  
Invoice Date 21-OCT-2023  
Payment Terms Credit Card  
Purchase Order HD01822402768CUS  
Order Number 7129974514  
Customer Number 561350191  
Currency USD

Bill To

Elaine Alaniz  
Westlake North NC  
200 N SPRING ST #2005 Los Angeles,  
CA 90012

# INVOICE

## Item Details

Service Term: 21-OCT-2023 to 20-NOV-2023

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65323714	Acrobat Pro	2	EA	23.99	47.98	0.00%	0.00	47.98

## Invoice Total

NET AMOUNT (USD)	47.98
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>47.98</b>

Comments:

## Billing Contact

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

Thank you for your business!





Invoice:E71209  
 Invoice Date:1/29/2024  
 Event Date:11/15/2023

# INVOICE

13502 Hamburger Lane  
 Baldwin Park, CA 91706  
 Phone: (626) 813-8295  
 Attn: Cookout Department  
 Federal ID#95-2246829

**Bill To:**

Westlake North Neighborhood Council  
 200 N Spring St Suite 2005  
 Los Angeles, CA 90012

**Event Location:**

LAPD- Rampart Station  
 1401 W 6th St  
 Los Angeles CA, 90017

**Event Name:** Westlake North Neighborhood Council

**Cookout Date:** Wednesday, November 15, 2023 5:00 pm

Name	Comment	Price	Qty	Total
Double-Doubles®	Truck 621	6.90	160	1,104.00
Double Meat	Truck 621	5.90	3	17.70
Cheeseburger	Truck 621	5.30	31	164.30
Hamburger	Truck 621	4.80	7	33.60
Medium Drink	Truck 621	2.35	158	371.30
French Fries	Truck 621	3.40	204	693.60

Fry Truck Charge:	500.00
Trip Charge:	500.00
Out of Area Charge:	0.00
Discount:	-0.00
Sales Tax:	321.53
Invoice Total:	3,706.03
Paid:	-3,706.03
<b>Balance Due:</b>	<b>0.00</b>

**YOUR BALANCE IS DUE UPON RECEIPT OF INVOICE**

TO PAY BY CREDIT CARD, PLEASE COMPLETE THE FOLLOWING:

Visa \_\_\_\_\_ M/C \_\_\_\_\_ Discover \_\_\_\_\_ Amex \_\_\_\_\_

Acct# \_\_\_\_\_ Exp Date \_\_\_\_\_ CVV \_\_\_\_\_

Name on Card \_\_\_\_\_ Zip Code \_\_\_\_\_





Event Date:11/15/2023

Event ID: E71209

# Payment Receipt

13502 Hamburger Lane  
Baldwin Park, CA 91706  
Phone: (626) 813-8295  
Attn: Cookout Department  
Federal ID#95-2246829

Bill To:  
Westlake North Neighborhood Council  
200 N Spring St Suite 2005  
Los Angeles, CA 90012

Event Location:  
LAPD- Rampart Station  
1401 W 6th St  
Los Angeles CA, 90017

Cookout Date:  
Wednesday, November 15, 2023 5:00 pm

Date	Amount	Comment	Pay Method	Card Number	Check #	Category	Pay Type
10/27/2023	500.00		Credit Card	*** 5007		Deposit	
11/17/2023	1,000.00		Credit Card	*** 5007		Payment	
11/24/2023	1,000.00	1000	Credit Card	*** 5007		Payment	
11/27/2023	1,000.00	1000	Credit Card	*** 5007		Payment	
11/28/2023	206.03		Credit Card	*** 5007		Payment	

**THANK YOU FOR YOUR PAYMENT!**

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: October 12, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 6d

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

Approved by Board action to discuss and possible action to approve up to \$5,000.00 for the November holiday event.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER			X			
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER			X			
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
DAVID DEFRENZA	MEMBER	X					
<b>Board Quorum: 5</b>		<b>Total:</b>	5		3		

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/30/2024

Date: 1/30/2024

**City of Los Angeles  
Office of the City Clerk  
Neighborhood Council Funding Program**

**Neighborhood Purposes Grants**

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open**, **accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A “Project Completion Report” template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org)
- (213) 978-1058

**Neighborhood Council Funding Program**  
**APPLICATION for Neighborhood Purposes Grant (NPG)**



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

Name of NC from which you are seeking this grant: Westlake North Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a)	Koreatown Youth and Community Center	95-3779389	California	12/1982
	<i>Organization Name</i>	<i>Federal I.D. # (EIN#)</i>	<i>State of Incorporation</i>	<i>Date of 501(c)(3) Status (if applicable)</i>
1b)	3727 W 6th St. Ste. 300	Los Angeles	CA	90020
	<i>Organization Mailing Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1c)	520 S La Fayette Park Place #560	Los Angeles	CA	90057
	<i>Business Address (if different)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1d)	<b>PRIMARY CONTACT INFORMATION:</b>			
	Evelyn Balderas.	(323) 445-9451	eбалderas@kyccla.org	

<i>Name</i>	<i>Phone</i>	<i>Email</i>
-------------	--------------	--------------

2) **Type of Organization- Please select one:**

Public School *(not to include private schools)* **or**  501(c)(3) Non-Profit *(other than religious institutions)*

**Attach Signed letter on School Letterhead**      **Attach IRS Determination Letter**

Koreatown Youth and Community Center	Los Angeles	CA	90020
3) <i>Name / Address of Affiliated Organization (if applicable)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>

**SECTION II - PROJECT DESCRIPTION**

4) **Please describe the purpose and intent of the grant.**  
 KYCC is a multiservice nonprofit organization who will host its third 5K walk/run at MacArthur Park in Westlake. The Dia de los Muertos (Day of the Dead) 5K and Resource Fair aims to emphasize the importance of being physically and mentally healthy, while promoting a substance-free lifestyle and acknowledging those that have passed due to substance-related causes. The resource fair will offer booths and activities focused on providing information and resources on a range of topics such as but not limited to substance use prevention, health and wellness, education, employment opportunities, and financial literacy. The event will foster a sense of community spirit and pride for MacArthur Park through a walk/run while honoring this traditional celebration and promote positive changes and provide access to valuable resources for those in need.

5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)**  
 This grant will be utilized to fund event expenses such as the following: 1) Refreshments including sandwiches, bottled water, fruit (oranges and bananas), granola bars, and/or prepackaged nuts, 2) Customized event shirts and drawstring bags for event participants, 3) Aztec dancers for cultural demonstration, and entertainment (fee for DJ). The described expenses will be utilized to provide a one of a kind experience for the community to participate in a walk/run to event participants. This family-friendly event is intended to foster a sense of belonging for participating community members by reconnecting and learning about their and others cultural roots. Improved overall quality of life can be achieved through this intergenerational event, which supports the efforts of the Westlake North Neighborhood Council and KYCC.



**SECTION III - PROJECT BUDGET OUTLINE**

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

6a)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	N/A	\$	\$
	N/A	\$	\$
	N/A	\$	\$
6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	Refreshments	\$1500.00	\$1500.00
	Customized participant shirts and resource bags	\$2300.00	\$2300.00
	Aztec dancers for cultural demonstration and fee for DJ	\$1000.00	\$1000.00

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

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

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$4800

10a) Start date: 11/11/23 10b) Date Funds Required: 10/15/23 10c) Expected Completion Date: 11/11/23  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?  
 No  Yes If Yes, please describe below:

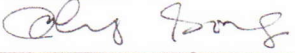
Name of NC Board Member	Relationship to Applicant
N/A	

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?  
 Yes  No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

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

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

Johng Ho Song Executive Director  7/28/23  
 PRINT Name Title Signature Date

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

Frank Lopez Secretary  7/28/23  
 PRINT Name Title Signature Date


\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

OGDEN UT 84201-0038

RECEIVED

JAN 30 2023

In reply refer to: 0150517260  
Jan. 27, 2023 LTR 4168C 0  
95-3779389 000000 00  
00015912  
BODC: TE

  
  
KOREATOWN YOUTH AND COMMUNITY  
CENTER INC  
3727 W 6TH ST STE 300  
LOS ANGELES CA 90020-5108

020346

Employer ID number: 95-3779389  
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Jan. 18, 2023, about your tax-exempt status.

We issued you a determination letter in December 1982, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

0150517260  
Jan. 27, 2023 LTR 4168C 0  
95-3779389 000000 00  
00015913

KOREATOWN YOUTH AND COMMUNITY  
CENTER INC  
3727 W 6TH ST STE 300  
LOS ANGELES CA 90020-5108

local time, Monday through Friday (Alaska and Hawaii follow Pacific  
time).

Thank you for your cooperation.

Sincerely yours,



Cathy M. Snider, Operations Mgr.  
Accounts Management Op 3





Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: SEPTEMBER 14, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 8

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

Approved by Board action to approve \$3,000.00 for an NPG to KYCC - 5k run at MacArthur Park.

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
ELAINE ALANIZ	PRESIDENT	X					
REBECCA M ALVARADO	TREASURER	X					
JOSE M CALDERON	MEMBER	X					
ANA PALACIOS	MEMBER	X					
ERNESTO CASTRO	VICE PRES.	X					
CEDRIC J NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER	X					
MARIA SILVA	MEMBER				X		
DAVID DEFRENZA	MEMBER			X			
<b>Board Quorum: 5</b>	<b>Total:</b>	7		1	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.

Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 10/9/2023

Date: 10/9/2023

**The Web Corner, Inc.**

15300 Ventura Blvd. Suite 400  
Sherman Oaks, CA 91403  
818-345-7443

**Invoice**

Date	Invoice #	Terms
10/1/2023	26173	Due on Receipt

Bill To
Westlake North Neighborhood Council

Ship To

QTY	Description	Price Each	Amount
1	October 2023 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	October 2023 Hosting for: westlakenorthnc.org (included in Maintenance)	15.00	0.00

Please remit payment at your earliest convenience.  Thank you for your business	<b>Total</b>	\$199.00
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	<b>\$199.00</b>

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by FY23/24 Administrative Packet - Office/Operational expenditures to pay the monthly fee to the Web Corner - October 2023

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023

The Web Corner, Inc.

15300 Ventura Blvd. Suite 400  
Sherman Oaks, CA 91403  
818-345-7443

# Invoice

Date	Invoice #	Terms
10/1/2023	26173	Due on Receipt

Bill To
Westlake North Neighborhood Council

Ship To

QTY	Description	Price Each	Amount
1	October 2023 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	October 2023 Hosting for: westlakenorthnc.org (included in Maintenance)	15.00	0.00

Please remit payment at your earliest convenience.  Thank you for your business!	Total	\$199.00
	Payments/Credits	\$0.00
	Balance Due	\$199.00

**City of Los Angeles  
Office of the City Clerk  
Neighborhood Council Funding Program**

**Neighborhood Purposes Grants**

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open**, **accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A “Project Completion Report” template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org)
- (213) 978-1058

**Neighborhood Council Funding Program  
APPLICATION for Neighborhood Purposes Grant (NPG)**



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

Name of NC from which you are seeking this grant: Westlake North Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a)	<u>The Los Angeles City Stentorians</u> <b>Organization Name</b>	<u>95-3929919</u> <b>Federal I.D. # (EIN#)</b>	<u>CA</u> <b>State of Incorporation</b>	<u>5/8/2014</u> <b>Date of 501(c)(3) Status (if applicable)</b>
1b)	<u>1409 West Vernon Avenue</u> <b>Organization Mailing Address</b>	<u>Los Angeles</u> <b>City</b>	<u>CA</u> <b>State</b>	<u>90062</u> <b>Zip Code</b>
1c)	<u>same</u> <b>Business Address (if different)</b>	<u></u> <b>City</b>	<u></u> <b>State</b>	<u></u> <b>Zip Code</b>

**1d) PRIMARY CONTACT INFORMATION:**

Gerald Durant/ Alicia Thompson 323-294-4143 stentorians.staff@gmail.com

<b>Name</b>	<b>Phone</b>	<b>Email</b>
-------------	--------------	--------------

**2) Type of Organization- Please select one:**

- Public School (not to include private schools) **Attach Signed letter on School Letterhead**      or       501(c)(3) Non-Profit (other than religious institutions) **Attach IRS Determination Letter**

3)  **Name / Address of Affiliated Organization (if applicable)**       **City**       **State**       **Zip Code**

**SECTION II - PROJECT DESCRIPTION**

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

The purpose of this grant is to implement the following activities throughout Greater Los Angeles to assist youth, firefighter recruits, candidates and members with skillset advancement in the following areas:  
Youth exposure to the field of emergency response through classroom and hands-on instruction, leading to various areas of certification and knowledge base. Firefighter recruits skill set development for successful progression through fire department processes inclusive of written and oral preparatory seminars, individual instruction, formal mentorship, hands-on practice with fire equipment, gear, and basic fundamentals of the field. Firefighter candidate assistance towards support of completion through the remainder of a firefighter hiring process. Includes formal mentoring sessions, classroom and hands-on instruction for success through respective academies, continued guidance upon completion or consideration of other roles within the field.

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

This grant will specifically be used to expose individuals from marginalized communities access and information to the EMS and firefighting fields. Additionally, the organization will institute activities that provides knowledge of the upcoming 2023 Los Angeles Fire Department hiring process and extend invitation to residents living within the North Westlake area to take advantage of the free services afforded by the organization and promotion of department support. These services include but are not limited to, direct mentoring prior to and during the entirety of the hiring process, written and oral preparation towards successful completion of the written exam and oral interview, in addition to hands-on training and exposure to tools, equipment and skillsets needed for successful performance in this career field. The overall benefit to the public at-large is for access to a field that will personally benefit themselves and their families, guaranteeing financial security or at minimum an understanding that information and education in this field is available to them.



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

DEPARTMENT OF THE TREASURY

Date: **MAY 08 2014**

STENTORIANS - THE ASSOCIATION OF  
AFRICAN-AMERICANS IN THE FIRE  
C/O NANDA KALENGA  
1409 W VERNON AVENUE  
LOS ANGELES, CA 90062

Employer Identification Number:  
95-3929919

DLN:  
17053023439033

Contact Person:  
CUSTOMER SERVICE

*copy for (AOT)  
this file*  
ID# 31954

Contact Telephone Number:  
(877) 829-5500

Accounting Period Ending:  
December 31

Form 990 Required:  
Yes

Effective Date of Exemption:  
May 15, 2010

Contribution Deductibility:  
Yes

Addendum Applies:  
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(4) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed Publication 4221-NC, Compliance Guide for Tax-Exempt Organizations (Other than 501(c)(3) Public Charities and Private Foundations), for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Director, Exempt Organizations

Enclosure: Publication 4221-NC



Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 10

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

Approved by Board action to approve \$5,000.00 for an NPG to the Los Angeles City Stentorians Youth Exposure for events within the community.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/5/2023

Date: 9/5/2023

# Monthly Expenditure Report



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

NC Name: Westlake North  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$21807.91	\$3718.91	\$18089.00	\$597.00	\$0.00	\$17492.00

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$14000.00	\$218.91	\$6733.11	\$597.00	\$6136.11
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$18000.00	\$3500.00	\$1500.00	\$0.00	\$1500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$20047.98	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY LOS ANGELES SELFST	12/01/2023	Approved by FY 23/24 Admin Packet - Office/Operational Expenditures to pay the monthly fee to the Los Angeles Self Storage for December 2023.	General Operations Expenditure	Office	\$133.00
2	GOOGLE GSUITE_WESTLAK	12/01/2023	Approved by Board action to approve FY 23/24 Admin Packet office/operational expenditures Google Workspace November 2023 (credit) + Invoice of \$37.93	General Operations Expenditure	Office	\$37.93
3	ADOBE ACROPRO SUBS	12/21/2023	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Adobe December 2024.	General Operations Expenditure	Office	\$47.98
4	Los Angeles Fire Department Foundation	11/28/2023	Approved by Board motion to approve an NPG for \$1,000.00 for the Los Angeles Fire Department Foundation for a thermal imaging camera.	Neighborhood Purpose Grants		\$1000.00
5	Los Angeles Pregnancy Services	12/20/2023	Approved by Board Motion to approve an NPG for \$2,500.00 to the LA Pregnancy Services for community resources.	Neighborhood Purpose Grants		\$2500.00
<b>Subtotal:</b>						<b>\$3718.91</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	01/29/2024	Approved by board action to approved FY23/24 admin packet office/operational expenditure Web Corner January 2024	General Operations Expenditure	Office	\$199.00
2	THE WEB CORNER, INC.	01/29/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Web Corner December 2023	General Operations Expenditure	Office	\$199.00
3	THE WEB CORNER, INC.	02/05/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Web Corner February 2024	General Operations Expenditure	Office	\$199.00
<b>Subtotal: Outstanding</b>						<b>\$597.00</b>



**MAKE CHECK PAYABLE TO**

Los Angeles Self Storage  
1000 W. 6th Street  
Los Angeles, CA. 90017  
(213)481-1010

**INVOICE**

Unit 7624  
Tenant 246303  
Invoice 107278

Invoice Date November 17, 2023  
Due Date December 1, 2023

Amount Due 133.00

CITY OF LOS ANGELES - WESTLAKE NORTH NC

200 N SPRING ST #2005  
LOS ANGELES CA 90012

Please check box if address is incorrect and indicate change. Signature is required to authorize address changes.

Signature \_\_\_\_\_  
AMOUNT ENCLOSED \_\_\_\_\_

-----  
**DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT**

UNIT	DATE	ITEM/SERVICE	AMOUNT	TAX	DUE
7624	12/1/2023	Rent 12/1-12/31	133.00	0.00	133.00
				Subtotal	133.00
				Taxes	0.00
				Balance Due	133.00

Please remit the total due amount of 133.00 to the above address.

**You have the option of making an online payment by (clicking link) below.**

<https://www.smartsselfstorage.com/self-storage/ca/los-angeles/los-angeles-self-storage/>

Having problems logging in?

Please call us at 213-481-1010

Pre-pay 12 months and receive one month Free!



**MAKE CHECK PAYABLE TO**

Los Angeles Self Storage  
1000 W. 6th Street  
Los Angeles, CA. 90017  
(213)481-1010

**INVOICE**

Unit 7624  
Tenant 246303  
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200 N SPRING ST #2005  
LOS ANGELES CA 90012

Please check box if address is incorrect and indicate change. Signature is required to authorize address changes.

Signature \_\_\_\_\_  
AMOUNT ENCLOSED \_\_\_\_\_

-----  
**DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT**

UNIT	DATE	ITEM/SERVICE	AMOUNT	TAX	DUE
7624	12/1/2023	Rent 12/1-12/31	133.00	0.00	133.00
				Subtotal	133.00
				Taxes	0.00
				Balance Due	133.00

Please remit the total due amount of 133.00 to the above address.

**You have the option of making an online payment by (clicking link) below.**

<https://www.smartsselfstorage.com/self-storage/ca/los-angeles/los-angeles-self-storage/>

Having problems logging in?

Please call us at 213-481-1010

Pre-pay 12 months and receive one month Free!



# Invoice

Invoice number: 4880612281

Google LLC  
1600 Amphitheatre Pkwy  
Mountain View, CA 94043  
United States  
Federal Tax ID: 77-0493581

## Bill to

Westlake North Neighborhood Council  
200 N SPRING ST #2005, LOS ANGELES CA 90012  
Los Angeles, CA 90017  
United States

## Details

Invoice number .....4880612281  
Invoice date .....Dec 31, 2023  
Billing ID .....9503-5459-3112  
Domain name .....westlakenorthnc.org

## Google Workspace

---

Total in USD **\$42.00**

## Summary for Dec 1, 2023 - Dec 31, 2023

---

Subtotal in USD	\$42.00
Tax (0%)	\$0.00
Total in USD	\$42.00

You will be automatically charged for any amount due.



Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Dec 1 - Dec 31	7	42.00
		Subtotal in USD		\$42.00
		Tax (0%)		\$0.00
		<b>Total in USD</b>		<b>\$42.00</b>

**Need help understanding the charges on your invoice?** [Click here for detailed explanations](https://support.google.com/a?p=gsuite-bills-and-charges)  
<https://support.google.com/a?p=gsuite-bills-and-charges>

Detailed transaction view 

All transactions 



Last 3 months 

Jan 1 – 25, 2024



Ending balance: \$33.87

Date	Description	Amount (USD)
Jan 1 – 25, 2024	Google Workspace Business Starter: Usage of 7 seats	\$33.87
Jan 1, 2024	<a href="#">Automatic payment: Mastercard</a> •••• 5007. M08876593499	-\$42.00

Starting balance: \$42.00

Dec 1 – 31, 2023



Documents (2) 

Ending balance: \$42.00

Date	Description	Amount (USD)
Dec 1 – 31, 2023	Google Workspace Business Starter: Usage of 7 seats	\$42.00
Dec 1, 2023	<a href="#">Automatic payment: Mastercard</a> •••• 5007. P0X2Mxd1	-\$37.93

Starting balance: \$37.93

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Google Workspace November 2023 \$37.93

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 2/2/2024

Date: 2/2/2024



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

ORIGINAL

### Invoice Information

Invoice Number 2636087128  
Invoice Date 21-DEC-2023  
Payment Terms Credit Card  
Purchase Order HD01822402768CUS  
Order Number 7129974514  
Customer Number 561350191  
Currency USD

### Bill To

**Elaine Alaniz**  
Westlake North NC  
200 N SPRING ST #2005 Los Angeles,  
CA 90012

# INVOICE

## Item Details

Service Term: 21-DEC-2023 to 20-JAN-2024

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65323714	Acrobat Pro	2	EA	23.99	47.98	0.00%	0.00	47.98

## Invoice Total

NET AMOUNT (USD) 47.98

TAXES (SEE DETAILS FOR RATES) 0.00

GRAND TOTAL (USD) 47.98

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: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Adobe December 2023.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/26/2024

Date: 1/24/2024

**Neighborhood Council Funding Program**  
**APPLICATION for Neighborhood Purposes Grant (NPG)**



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

Name of NC from which you are seeking this grant: Westlake North NC

**SECTION I - APPLICANT INFORMATION**

1a)	<u>Los Angeles Fire Dept Foundation</u> <i>Organization Name</i>	<u>27-2007326</u> <i>Federal I.D. # (EIN#)</i>	<u>CA</u> <i>State of Incorporation</i>	<u>2/25/2010</u> <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>1700 Stadium Way</u> <i>Organization Mailing Address</i>	<u>Los Angeles</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>90012</u> <i>Zip Code</i>
1c)	<u>2401 W Pico Blvd</u> <i>Business Address (If different)</i>	<u>Los Angeles</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>90006</u> <i>Zip Code</i>
1d)	<b>PRIMARY CONTACT INFORMATION:</b>			
	<u>Robin Blau</u> <i>Name</i>	<u>310-552-4139</u> <i>Phone</i>	<u>robin@supportlafd.org</u> <i>Email</i>	
2)	<b>Type of Organization- Please select one:</b> <input type="checkbox"/> Public School <i>(not to include private schools)</i> <b>or</b> <input checked="" type="checkbox"/> 501(c)(3) Non-Profit <i>(other than religious institutions)</i> <b>Attach Signed letter on School Letterhead</b> <b>Attach IRS Determination Letter</b>			
3)	<u>2401 W Pico Blvd</u> <i>Name / Address of Affiliated Organization (if applicable)</i>	<u>Los Angeles</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>90272</u> <i>Zip Code</i>

**SECTION II - PROJECT DESCRIPTION**

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

This grant would provide LAFD Fire Station #13 with a Thermal Imaging Camera. This camera is a critical firefighting tool that would increase firefighter safety, reduce extinguish time, enhance search techniques for victims/survivors and minimize damage to property.

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

A thermal imaging camera will allow the firefighters to better serve its community and enhance public safety while fighting fires. This tool will be added to Engine 13's on-board Inventory and will be utilized by the company officer on all fire related incidents having a positive impact on public safety.

**SECTION III - PROJECT BUDGET OUTLINE**

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

6a)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	0	\$ 0	\$ 0
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	FLIR E6 PRO Infrared Camera	\$ 1,000	\$ 2,399.00
	FLIR T199362ACC Spare Battery	\$	\$ 256.47
	Tax	\$	\$ 232.35

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

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

<b>Source of Funding</b>	<b>Amount</b>	<b>Total Projected Cost</b>
FS13 Fire Foundation Funds	\$ 887.82	\$ 2,887.82
Pico-Union Neighborhood Council	\$ 1,000	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 1,000

10a) Start date: 11 / 30 / 23 10b) Date Funds Required: 11 / 30 / 23 10c) Expected Completion Date: 11 / 30 / 23  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?  
 No  Yes If Yes, please describe below:

<b>Name of NC Board Member</b>	<b>Relationship to Applicant</b>

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?  
 Yes  No **\*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

**SECTION V - DECLARATION AND SIGNATURE**

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

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

Liz Lin President *Liz Lin* 11/3/23  
 PRINT Name Title Signature Date

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

Merlin Costales Finance Manager *Merlin Costales* 11/3/23  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

**City of Los Angeles  
Office of the City Clerk  
Neighborhood Council Funding Program**

**Neighborhood Purposes Grants**

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open**, **accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A “Project Completion Report” template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org)
- (213) 978-1058





**SECTION III - PROJECT BUDGET OUTLINE**

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

6a)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
		\$	\$
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
		\$	\$
		\$	\$
		\$	\$

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

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

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

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

10a) Start date: \_\_\_/\_\_\_/\_\_\_ 10b) Date Funds Required: \_\_\_/\_\_\_/\_\_\_ 10c) Expected Completion Date: \_\_\_/\_\_\_/\_\_\_  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?  
 No  Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?  
 Yes  No **\*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

**SECTION V - DECLARATION AND SIGNATURE**

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

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

\_\_\_\_\_ *(Signature)* \_\_\_\_\_  
 PRINT Name Title Signature Date

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

\_\_\_\_\_ *(Signature)* \_\_\_\_\_  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

# Monthly Expenditure Report



Reporting Month: January 2024

Budget Fiscal Year: 2023-2024

NC Name: Westlake North  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$18089.00	\$422.98	\$17666.02	\$597.00	\$0.00	\$17069.02

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$14000.00	\$222.98	\$6310.13	\$597.00	\$5713.13
Outreach		\$200.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$18000.00	\$0.00	\$1500.00	\$0.00	\$1500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$23766.89	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE WESTLAKE	01/01/2024	Approved by Board Action to approve FY23/24 Admin packet Office/Operational expenditures Google Invoice December 2023	General Operations Expenditure	Office	\$42.00
2	PY LOS ANGELES SELFST	01/02/2024	Approved by FY 23/4 Admin Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage January 2024.	General Operations Expenditure	Office	\$133.00
3	FI CALIFCHICKENCAFE0	01/11/2024	The Board Motion as approved and allocated in the Admin Packet by the WNNC for food at the monthly meetings for Outreach purposes.	General Operations Expenditure	Outreach	\$200.00
4	ADOBE INC.	01/22/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Adobe January 2024.	General Operations Expenditure	Office	\$47.98
<b>Subtotal:</b>						<b>\$422.98</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	THE WEB CORNER, INC.	01/29/2024	Approved by board action to approved FY23/24 admin packet office/operational expenditure Web Corner January 2024	General Operations Expenditure	Office	\$199.00
2	THE WEB CORNER, INC.	01/29/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Web Corner December 2023	General Operations Expenditure	Office	\$199.00
3	THE WEB CORNER, INC.	02/05/2024	Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Web Corner February 2024	General Operations Expenditure	Office	\$199.00
<b>Subtotal: Outstanding</b>						<b>\$597.00</b>



# Invoice

Invoice number: 4880612281

Google LLC  
1600 Amphitheatre Pkwy  
Mountain View, CA 94043  
United States  
Federal Tax ID: 77-0493581

## Bill to

Westlake North Neighborhood Council  
200 N SPRING ST #2005, LOS ANGELES CA 90012  
Los Angeles, CA 90017  
United States

## Details

Invoice number .....4880612281  
Invoice date .....Dec 31, 2023  
Billing ID .....9503-5459-3112  
Domain name .....westlakenorthnc.org

## Google Workspace

---

Total in USD **\$42.00**

## Summary for Dec 1, 2023 - Dec 31, 2023

---

Subtotal in USD	\$42.00
Tax (0%)	\$0.00
Total in USD	\$42.00

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Dec 1 - Dec 31	7	42.00
		Subtotal in USD		\$42.00
		Tax (0%)		\$0.00
		<b>Total in USD</b>		<b>\$42.00</b>

**Need help understanding the charges on your invoice?** [Click here for detailed explanations](https://support.google.com/a?p=gsuite-bills-and-charges)  
<https://support.google.com/a?p=gsuite-bills-and-charges>

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Google Workspace December 2023.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/26/2024

Date: 1/26/2024





**MAKE CHECK PAYABLE TO**

Los Angeles Self Storage  
1000 W. 6th Street  
Los Angeles, CA. 90017  
(213)481-1010

**INVOICE**

Unit 7624  
Tenant 246303  
Invoice 108008

Invoice Date December 19, 2023  
Due Date January 1, 2024

Amount Due 133.00

CITY OF LOS ANGELES - WESTLAKE NORTH NC

200 N SPRING ST #2005  
LOS ANGELES CA 90012

Please check box if address is incorrect and indicate change. Signature is required to authorize address changes.

\_\_\_\_\_  
Signature  
AMOUNT ENCLOSED \_\_\_\_\_

-----  
**DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT**

<b>UNIT</b>	<b>DATE</b>	<b>ITEM/SERVICE</b>	<b>AMOUNT</b>	<b>TAX</b>	<b>DUE</b>
7624	1/1/2024	Rent 1/1-1/31	133.00	0.00	133.00
				Subtotal	133.00
				Taxes	0.00
				Balance Due	133.00

Please remit the total due amount of 133.00 to the above address.

**You have the option of making an online payment by (clicking link) below.**

<https://www.smartselfstorage.com/self-storage/ca/los-angeles/los-angeles-self-storage/>

Having problems logging in?

Please call us at 213-481-1010

Pre-pay 12 months and receive one month Free!



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Tenant 246303  
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Amount Due 133.00

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Signature \_\_\_\_\_  
AMOUNT ENCLOSED \_\_\_\_\_

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<u>UNIT</u>	<u>DATE</u>	<u>ITEM/SERVICE</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>DUE</u>
7624	1/1/2024	Rent 1/1-1/31	133.00	0.00	133.00
				Subtotal	133.00
				Taxes	0.00
				Balance Due	133.00

Please remit the total due amount of 133.00 to the above address.

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Pre-pay 12 months and receive one month Free!

## Catering

---

**From:** orders@novadine.com  
**Sent:** Thursday, January 11, 2024 3:48 PM  
**To:** 09Dtla Catering  
**Subject:** New Catering Pickup Order #25743

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

### Downtown LA ORDER # 25743

**Catering Pickup Time:** Thursday January 11, 2024 06:48 PM

**Placed:** Thursday January 11, 2024 3:47 pm

**Accepted:** Thursday January 11, 2024 3:48 pm

**Catering Pickup Location:** Store # 09, 809 S. Hill St, Los Angeles, CA 90014  
(213) 340-8850

**Guest:** Elaine Alaniz <elaine.alaniz@gmail.com>  
(818) 795-9597

**Online Payment(s):** \$200.00 Elaine Alaniz Mastercard ....5007 Auth 01/11/2024 03:47 PM

**Balance Due:** \*\*\*\* Paid in Full - Do Not Charge \*\*\*\*

**Comments:** Hand to me \*\*\*\* This order is for pick up. If the order could be ready by 5 pm that would be very helpful!

Guest Name	Qty	Product	Price	Total
	1	- Small So Many Wraps	\$180.00	\$180.00

**Comments:** For the second bottle of dressing can you please add Balsamic.

---

1 x Lite Wheat Pita

---

1 x Fruit Salad Pkg

---

1 x California Chicken Salad Pkg

---

1 x Ranch Wrap

---

Guest Name	Qty	Product	Price	Total
	1 x	Caesar Wrap		
	1 x	Chicken Pasta Salad Pkg		
	1 x	Add Utensils and Napkins		
	1 x	Add 6 Chewy Coco-Nut & 6 Choc Chunk Cookies		\$20.00
	2 x	Bottle of Ranch Dressing		
	1 x	Chinese Wrap		
	1 x	91 Wrap		
	1 x	Add Servingware		
			<b>Subtotal:</b>	\$200.00
			<b>Total:</b>	\$200.00

By signing below, I agree to pay the above amount according to the card holder agreement.

Signature: \_\_\_\_\_

Elaine Alaniz

## Order #25743 (Catering Pickup) - Jan 11, 2024 6:48 pm

Elaine Alaniz  
8187959597

### Add a Cookie Box?

Item	Count	Size	Package
Add 6 Chewy Coco-Nut & 6 Choc Chunk Cookies	1	1 ea	item

### Choose Pita Bread

Item	Count	Size	Package
Lite Wheat Pita	1	1 ea	item

### Packages

Item	Count	Size	Package
Small So Many Wraps	1	1 ea	item

### Pick Your Half Wraps

Item	Count	Size	Package
91 Wrap	1	1 ea	item
Caesar Wrap	1	1 ea	item
Chinese Wrap	1	1 ea	item
Ranch Wrap	1	1 ea	item

### Pick Your Sides

Item	Count	Size	Package
Chicken Pasta Salad Pkg	1	1 ea	item
Fruit Salad Pkg	1	1 ea	item

### Pick a Salad

Item	Count	Size	Package
California Chicken Salad Pkg	1	1 ea	item

### Sauce Selection

Item	Count	Size	Package
Bottle of Ranch Dressing	2	2 ea	item

### Would You Like Serveware?

Item	Count	Size	Package
Add Serveware	1	1 ea	item

### Would You Like Utensils?

Item	Count	Size	Package
Add Utensils and Napkins	1	1 ea	item

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by Board action to approve FY2023/2024 Administrative Packet

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 5

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Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/5/2023

Date: 9/5/2023





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

ORIGINAL

Invoice Information

Invoice Number 2662139975  
Invoice Date 22-JAN-2024  
Payment Terms Credit Card  
Purchase Order HD01822402768CUS  
Order Number 7129974514  
Customer Number 561350191  
Currency USD

Bill To

Elaine Alaniz  
Westlake North NC  
200 N SPRING ST #2005 Los Angeles,  
CA 90012

# INVOICE

## Item Details

Service Term: 21-JAN-2024 to 20-FEB-2024

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65323714	Acrobat Pro	2	EA	23.99	47.98	0.00%	0.00	47.98

## Invoice Total

NET AMOUNT (USD)	47.98
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>47.98</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: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

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Method of Payment: (Select One)

Check

Credit Card

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CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
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Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 1/26/2024

Date: 1/26/2024

# Monthly Expenditure Report



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

NC Name: Westlake North  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$41759.89	\$6305.45	\$35454.44	\$8399.98	\$6000.00	\$21054.46

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$14000.00	\$1156.98	\$12598.55	\$399.98	\$12198.57
Outreach		\$148.47		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$18000.00	\$5000.00	\$13000.00	\$8000.00	\$5000.00
Funding Requests Under Review: \$6000.00		Encumbrances: \$0.00		Previous Expenditures: \$96.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_WESTLAK	09/01/2023	Approved by Board action to approve FY23/24 Admin packet office/operational expenditures - Google Workspace September 2023.	General Operations Expenditure	Office	\$48.00
2	PY LOS ANGELES SELFST	09/13/2023	Approved by FY 23/24 Admin Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage - August 2023.	General Operations Expenditure	Office	\$168.00
3	PY LOS ANGELES SELFST	09/13/2023	Approved by FY 23/24 admin packet office/operational expenditures to pay the monthly fee to the Los Angeles Self Storage - July 2023	General Operations Expenditure	Office	\$168.00
4	PY LOS ANGELES SELFST	09/13/2023	Approved by FY 23/24 Admin. Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage - September 2023.	General Operations Expenditure	Office	\$128.00
5	CHICK-FIL-A #03798	09/14/2023	Approved by FY23/24 Administrative Packet - Outreach expenditures to pay for food/snacks for September WNNC Board meeting to Chick Fil A \$148.47.	General Operations Expenditure	Outreach	\$148.47

6	ADOBE INC.	09/22/2023	Approved by FY23/24 Administrative Packet - Office/Operational expenditures to pay the monthly fee for Adobe - September 2023	General Operations Expenditure	Office	\$47.98
7	THE WEB CORNER, INC.	09/08/2023	Approved by FY23/24 Admin packet - Office/Operational expenditures to pay the monthly fee to the Web Corner for July (25775), August (25917) and September (...)	General Operations Expenditure	Office	\$597.00
8	Rampart Police Activities League Inc.	09/15/2023	Approved by Board action to approve \$5,000.00 for an NPG to the Rampart Police Activities League (PAL), Inc. for youth programs in the community.	Neighborhood Purpose Grants		\$5000.00
<b>Subtotal:</b>						<b>\$6305.45</b>

<b>Outstanding Expenditures</b>						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	The Los Angeles City Stentorians	09/14/2023	Approved by Board action to approve \$5,000.00 for an NPG to the Los Angeles City Stentorians youth exposure for events within the community.	Neighborhood Purpose Grants		\$5000.00
2	THE WEB CORNER, INC.	10/10/2023	Approved by FY23/24 Admin Packet - Office/Operational expenditures to pay a monthly fee to the Web Corner - October 2023.	General Operations Expenditure	Office	\$199.99
3	KYCC	10/11/2023	Approved by board action to approve \$3,000.00 to KYCC - 5K run at MacArthur Park.	Neighborhood Purpose Grants		\$3000.00
4	THE WEB CORNER, INC.	11/03/2023	Approved by FY 23/24 Admin Packet - Office/Operational expenditures to pay the monthly fee to the Web Corner for November 2023.	General Operations Expenditure	Office	\$199.99
<b>Subtotal: Outstanding</b>						<b>\$8399.98</b>

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by Board action to approve FY2023/2024 Administrative Packet office/operational expenditures - Google Workspace September 2023.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 5

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023



# Invoice

Invoice number: 4816983349

Google LLC  
1600 Amphitheatre Pkwy  
Mountain View, CA 94043  
United States  
Federal Tax ID: 77-0493581

## Bill to

Westlake North Neighborhood Council  
501 South Bixel Street  
Los Angeles, CA 90017  
United States

## Details

Invoice number .....4816983349  
Invoice date .....Sep 30, 2023  
Billing ID .....9503-5459-3112  
Domain name .....westlakenorthnc.org

## Google Workspace

---

Total in USD	<b>\$48.00</b>
--------------	----------------

## Summary for Sep 1, 2023 - Sep 30, 2023

---

Subtotal in USD	\$48.00
Tax (0%)	\$0.00
Total in USD	\$48.00

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Sep 1 - Sep 30	8	48.00
		Subtotal in USD		\$48.00
		Tax (0%)		\$0.00
		<b>Total in USD</b>		<b>\$48.00</b>

**Need help understanding the charges on your invoice?** [Click here for detailed explanations](https://support.google.com/a?p=gsuite-bills-and-charges)  
<https://support.google.com/a?p=gsuite-bills-and-charges>

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by FY23/24 Admin. Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage - August 2023.

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.

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MARIA SANTIAGO	MEMBER				X		
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Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023



**Los Angeles Self Storage**  
**1000 West 6th Street**  
**Los Angeles, CA 90017**  
**213-481-1010**

# Payment Receipt

**Tenant** . CITY OF LOS ANGELES - WESTLAKE NORTH NC  
**Company**  
**Address** 200 N SPRING ST #2005  
**City, State, Zip** LOS ANGELES CA 90012

**Date Printed** September 13, 2023  
**Payment Date** September 13, 2023 2:36 PM  
**Unit** 7624  
**Current Balance** \$148.00  
**Paid Thru** August 31, 2023  
**Receipt Number** 143408 By LG

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
08/01/23	7624	Rent 8/1-8/31	128.00	0.00	0.00	128.00	128.00	Master Card
08/02/23	7624	California Lien Fee.	20.00	0.00	0.00	20.00	20.00	Master Card
08/11/23	7624	Late Fee	20.00	0.00	0.00	20.00	20.00	Master Card
							Taxes	0.00
							Payment (less tax)	168.00
							Payment Subtotal	168.00
							Credits Applied	0.00
							Refunds Applied	0.00
							<u>Total Applied to Account</u>	168.00

Current Account Balance \$148.00  
Paid By Master Card \*\*\*\*\*5007  
Paid Thru Date August 31, 2023

Transaction Type Sale

Authorization 000020  
Reference pl\_txn\_65022b6ad5c28b798d641ae

I agree to pay the above amount according to the card issuer statement.

x \_\_\_\_\_

-----  
Los Angeles Self Storage  
**You have the option of making an online payment by (clicking link) below.**  
<https://www.smartselfstorage.com/self-storage/ca/los-angeles/los-angeles-self-storage/>

Having problems logging in?  
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*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: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by FY23/24 Admin. Packet - Office/Operational expenditures to pay the monthly fee to the Los Angeles Self Storage - July 2023.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
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Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023

**Los Angeles Self Storage**  
**1000 West 6th Street**  
**Los Angeles, CA 90017**  
**213-481-1010**

# Payment Receipt

**Tenant** . CITY OF LOS ANGELES - WESTLAKE NORTH NC  
**Company**  
**Address** 200 N SPRING ST #2005  
**City, State, Zip** LOS ANGELES CA 90012

**Date Printed** September 13, 2023  
**Payment Date** September 13, 2023 2:34 PM  
**Unit** 7624  
**Current Balance** \$316.00  
**Paid Thru** July 31, 2023  
**Receipt Number** 143407 **By** LG

<u>Date</u>	<u>Unit</u>	<u>Description</u>	<u>Charge</u>	<u>Discount</u>	<u>Tax</u>	<u>Total</u>	<u>Payment</u>	<u>Method</u>
07/01/23	7624	Rent 7/1-7/31	128.00	0.00	0.00	128.00	128.00	Master Card
07/11/23	7624	Late Fee	20.00	0.00	0.00	20.00	20.00	Master Card
07/17/23	7624	California Pre Lien Fee.	20.00	0.00	0.00	20.00	20.00	Master Card
		Taxes					0.00	
		Payment (less tax)					168.00	
		Payment Subtotal					168.00	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					168.00	

Current Account Balance \$316.00  
Paid By Master Card \*\*\*\*\*5007  
Paid Thru Date July 31, 2023

Transaction Type Sale

Authorization 031319  
Reference pl\_txn\_65022b0410ae137b97bb3bf

I agree to pay the above amount according to the card issuer statement.

x \_\_\_\_\_

-----  
Los Angeles Self Storage  
**You have the option of making an online payment by (clicking link) below.**  
<https://www.smartsselfstorage.com/self-storage/ca/los-angeles/los-angeles-self-storage/>

Having problems logging in?  
Please call us at 213-481-1010

*Thank you for your business!*

Office of the City Clerk

Administrative Services Division

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Check

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Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023

**Los Angeles Self Storage**  
**1000 West 6th Street**  
**Los Angeles, CA 90017**  
**213-481-1010**

# Payment Receipt

**Tenant** . CITY OF LOS ANGELES - WESTLAKE NORTH NC  
**Company**  
**Address** 200 N SPRING ST #2005  
**City, State, Zip** LOS ANGELES CA 90012

**Date Printed** September 13, 2023  
**Payment Date** September 13, 2023 2:39 PM  
**Unit** 7624  
**Current Balance** \$0.00  
**Paid Thru** September 30, 2023  
**Receipt Number** 143409 By LG

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
09/01/23	7624	Rent 9/1-9/30	128.00	0.00	0.00	128.00	128.00	Master Card
09/11/23	7624	Late Fee	20.00	0.00	0.00	20.00	20.00	Credit
		Taxes					0.00	
		Payment (less tax)					128.00	
		Payment Subtotal					128.00	
		Credits Applied					20.00	
		Refunds Applied					0.00	
		Total Applied to Account					148.00	

Current Account Balance \$0.00  
Paid By Master Card \*\*\*\*\*5007  
Paid Thru Date September 30, 2023

Transaction Type Sale

Authorization 003212  
Reference pl\_txn\_65022c0753fd88dace8ff12

I agree to pay the above amount according to the card issuer statement.

x \_\_\_\_\_

Los Angeles Self Storage  
**You have the option of making an online payment by (clicking link) below.**  
<https://www.smartsselfstorage.com/self-storage/ca/los-angeles/los-angeles-self-storage/>

Having problems logging in?  
Please call us at 213-481-1010

*Thank you for your business!*



Rebecca M Alvarado <ralvarado@westlakenorthnc.org>

---

## Fwd: Receipt for 9/14 Catering

---

Elaine Alaniz <ealaniz@westlakenorthnc.org>  
To: Rebecca M Alvarado <ralvarado@westlakenorthnc.org>

Mon, Oct 9, 2023 at 7:18 PM

Thank you kindly,

**Elaine Alaniz**  
**President - Board Member**  
Westlake North Neighborhood Council

(p) 818.795.9597  
(w) <http://westlakenorthnc.org>

----- Forwarded message -----

From: **Angeline Angulo** <[angelinea@cfahollywood.com](mailto:angelinea@cfahollywood.com)>  
Date: Mon, Oct 9, 2023 at 7:16 PM  
Subject: Receipt for 9/14 Catering  
To: [ealaniz@westlakenorthnc.org](mailto:ealaniz@westlakenorthnc.org) <[ealaniz@westlakenorthnc.org](mailto:ealaniz@westlakenorthnc.org)>, [elaine.alaniz@gmail.com](mailto:elaine.alaniz@gmail.com) <[elaine.alaniz@gmail.com](mailto:elaine.alaniz@gmail.com)>  
Cc: Jamesha Boothe <[jameshab@cfahollywood.com](mailto:jameshab@cfahollywood.com)>, Summer Stearns <[summers@cfahollywood.com](mailto:summers@cfahollywood.com)>

Hi Elaine,

It was a pleasure helping you today. I attached the receipt below. Please let me know if you have any questions.

**Pickup Time**

Thursday 9/14/2023 at 1:30pm

**Customer Information**

elanie elanie

+1 818 795 9597

[jameshab@cfahollywood.com](mailto:jameshab@cfahollywood.com)

**Guest Count:** 18

**Paper Goods:** Yes

**Special Instructions**

Please include plates, cutlery and napkins.

Item Name	Qty	Price
Medium Chilled Grilled Chicken Sub Sandwich Tray	1	\$49.00
Medium Spicy Chilled Grilled Chicken Sub Sandwich Tray	1	\$49.00
Small Fruit Tray	1	\$37.50
Subtotal		\$135.50
Tax		\$12.87
Total		\$148.47

Thank you,

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Meeting Date:

Budget Fiscal Year: Agenda Item No:

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

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.

Table with 8 columns: Board Member's First and Last Name, Board Position, Yes, No, Abstain, Absent, Ineligible, Recused. Multiple empty rows for data entry.

Board Quorum: Total:

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 Rebecca M Alvarado Authorized Signature: Elaine Alaniz

Print/Type Name: Print/Type Name:

Date: Date:





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

ORIGINAL

**Invoice Information**

Invoice Number 2558726708  
 Invoice Date 21-SEP-2023  
 Payment Terms Credit Card  
 Purchase Order HD01822402768CUS  
 Order Number 7129974514  
 Customer Number 561350191  
 Currency USD

**Bill To**

**Elaine Alaniz**  
 Westlake North NC  
 200 N SPRING ST #2005 Los Angeles,  
 CA 90012

# INVOICE

## Item Details

**Service Term: 21-SEP-2023 to 20-OCT-2023**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65323714	Acrobat Pro	2	EA	23.99	47.98	0.00%	0.00	47.98

## Invoice Total

NET AMOUNT (USD)	47.98
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>47.98</b>

Comments:

**Billing Contact**

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

Thank you for your business!



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

ORIGINAL

**Invoice Information**

Invoice Number 2558726708  
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# INVOICE

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## Invoice Total

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<b>GRAND TOTAL (USD)</b>	<b>47.98</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: Meeting Date:

Budget Fiscal Year: Agenda Item No:

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

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

Vote Count
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Table with 8 columns: Board Member's First and Last Name, Board Position, Yes, No, Abstain, Absent, Ineligible, Recused. Multiple empty rows for data entry.

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Authorized Signature Rebecca M Alvarado Authorized Signature: Elaine Alaniz

Print/Type Name: Print/Type Name:

Date: Date:



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

ORIGINAL

**Invoice Information**

Invoice Number 2558726708  
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 Westlake North NC  
 200 N SPRING ST #2005 Los Angeles,  
 CA 90012

# INVOICE

## Item Details

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PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
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## Invoice Total

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<b>GRAND TOTAL (USD)</b>	<b>47.98</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: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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

Approved by FY23/24 Administrative Packet - Office/Operational expenditures to pay the monthly fee to the Web Corner for July, Aug. & Sept. 2023.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023

The Web Corner, Inc.

15300 Ventura Blvd. Suite 400  
 Sherman Oaks, CA 91403  
 818-345-7443

# Invoice

Date	Invoice #	Terms
7/1/2023	25775	Due on Receipt

Bill To
Westlake North Neighborhood Council

Ship To

QTY	Description	Price Each	Amount
1	July 2023 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	July 2023 Hosting for: westlakenorthnc.org (included in Maintenance)	15.00	0.00

Please remit payment at your earliest convenience.  Thank you for your business!	Total	\$199.00
	Payments/Credits	\$0.00
	Balance Due	\$199.00

The Web Corner, Inc.

15300 Ventura Blvd. Suite 400  
 Sherman Oaks, CA 91403  
 818-345-7443

# Invoice

Date	Invoice #	Terms
8/1/2023	25917	Due on Receipt

Bill To
Westlake North Neighborhood Council

Ship To

QTY	Description	Price Each	Amount
1	August 2023 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	August 2023 Hosting for: westlakenorthnc.org (included in Maintenance)	15.00	0.00

Please remit payment at your earliest convenience.  Thank you for your business!	Total	\$199.00
	Payments/Credits	\$0.00
	Balance Due	\$199.00

The Web Corner, Inc.

15300 Ventura Blvd. Suite 400  
Sherman Oaks, CA 91403  
818-345-7443

# Invoice

Date	Invoice #	Terms
9/1/2023	26045	Due on Receipt

Bill To
Westlake North Neighborhood Council

Ship To

QTY	Description	Price Each	Amount
1	September 2023 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	September 2023 Hosting for: westlakenorthnc.org (included in Maintenance)	15.00	0.00

Please remit payment at your earliest convenience.  Thank you for your business!	Total	\$199.00
	Payments/Credits	\$0.00
	Balance Due	\$199.00



Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 9

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Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
ELAINE ALANIZ	PRESIDENT	X					
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ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

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Authorized Signature *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023

The Web Corner, Inc.

15300 Ventura Blvd. Suite 400  
 Sherman Oaks, CA 91403  
 818-345-7443

# Invoice

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7/1/2023	25775	Due on Receipt

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Please remit payment at your earliest convenience.  Thank you for your business!	Total	\$199.00
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The Web Corner, Inc.

15300 Ventura Blvd. Suite 400  
 Sherman Oaks, CA 91403  
 818-345-7443

# Invoice

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8/1/2023	25917	Due on Receipt

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Westlake North Neighborhood Council

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Please remit payment at your earliest convenience.  Thank you for your business!	Total	\$199.00
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	Balance Due	\$199.00

The Web Corner, Inc.

# Invoice

15300 Ventura Blvd. Suite 400  
Sherman Oaks, CA 91403  
818-345-7443

Date	Invoice #	Terms
9/1/2023	26045	Due on Receipt

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Please remit payment at your earliest convenience.  Thank you for your business!	Total	\$199.00
	Payments/Credits	\$0.00
	Balance Due	\$199.00

**Neighborhood Council Funding Program**  
**APPLICATION for Neighborhood Purposes Grant (NPG)**



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

Name of NC from which you are seeking this grant: Westlake North NC

**SECTION I - APPLICANT INFORMATION**

1a)	<u>Rampart Police Activities League</u>	<u>954675764</u>	<u>CA</u>	<u>1998</u>
	<i>Organization Name</i>	<i>Federal I.D. # (EIN#)</i>	<i>State of Incorporation</i>	<i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>8726 S. Sepulveda Blvd#D132</u>	<u>Los Angeles</u>	<u>CA</u>	<u>90045</u>
	<i>Organization Mailing Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1c)	<u>1401 West 6th Street</u>	<u>Los Angeles</u>	<u>CA</u>	<u>90017</u>
	<i>Business Address (if different)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>

1d) **PRIMARY CONTACT INFORMATION:**  
Denise Epport 310 738-4445 depport@rampartpal.org

<i>Name</i>	<i>Phone</i>	<i>Email</i>
-------------	--------------	--------------

2) Type of Organization- Please select one:  
 Public School (not to include private schools) **or**  501(c)(3) Non-Profit (other than religious institutions)  
 Attach Signed letter on School Letterhead **or** Attach IRS Determination Letter

3) Name / Address of Affiliated Organization (if applicable) City State Zip Code

**SECTION II - PROJECT DESCRIPTION**

4) Please describe the purpose and intent of the grant.  
 Rampart PAL is affiliated with the Rampart Division of the Los Angeles Police Dept. purpose of this grant is sponsorship for our annual golf for youth tournament which raises funds for our youth programs as follows: martial arts, arts, boxing, environmental program, cadets, etc.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)  
 The grant money will be used to assist the RPAL program. The RPAL program is a prevention/intervention program for juveniles ages 8-17. The program works by identify the children with projects which will impact the community.

if this grant is provided, it will show under sponsorship that WNNC has contributed and their name will be on t sign, banners, etc. and announcement will be made at the function on Oct, 20, 2023. Please see www.rampartpal.org for more info. representatives from WNNC will be invited to function to give out info.

**SECTION III - PROJECT BUDGET OUTLINE**

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

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost
	\$5,000	\$5,000
	\$	\$
	\$	\$

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Purchase of program materials/supplies	\$5,000.00	\$5,000.00
	\$	\$
	\$	\$

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

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

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$5,000

10a) Start date: 130 12/31/23 10b) Date Funds Required: 10 15 12/31/23 10c) Expected Completion Date: 10 20 12/23  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?  
 No     Yes    If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?  
 Yes     No    \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

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

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED\*  
Denise Epport    Executive Director    [Signature]    6/5/2023  
 PRINT Name    Title    Signature    Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*  
Eugene Hernandez    Secretary    [Signature]    6/5/2023  
 PRINT Name    Title    Signature    Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

**IRS** Department of the Treasury  
Internal Revenue Service  
P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248489777  
May 03, 2009 LTR 61680 80  
95-4675764 000000 00 000  
00017503  
SUPG: TE

THE LAPD RANPART COMMUNITY POLICE  
ACTIVITIES LEAGUE INC  
X DANIEL DOYLE  
1401 W 6TH ST  
LOS ANGELES CA 90017-1706

003000

Employer Identification Number: 95-4675764  
Person to Contact: Mrs. Guilkey  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Apr. 24, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in November 1998, that recognized you as exempt from Federal income tax, and disclose that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

*Michelle M. Sullivan*

Michelle M. Sullivan, Oper. Mgr.,  
Accounts Management Operations I

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: WESTLAKE NORTH

Meeting Date: AUGUST 22, 2023

Budget Fiscal Year: 2023/2024

Agenda Item No: 11

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

Approved by Board action to approve \$5,000.00 for an NPG to the Rampart Police Activities League (PAL), Inc., youth programs.

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
ELAINE ALANIZ	PRESIDENT	X					
JOSE M CALDERON	MEMBER	X					
ERNESTO CASTRO	Vice President	X					
CEDRIC J. NELMS	SECRETARY	X					
MARIA SANTIAGO	MEMBER				X		
REBECCA M ALVARADO	TREASURER	X					
ANA PALACIOS	MEMBER			X			
<b>Total:</b>		5		1	1		

Board Quorum: 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 *Rebecca M Alvarado*

Authorized Signature: *Elaine Alaniz*

Print/Type Name: REBECCA M ALVARADO

Print/Type Name: ELAINE ALANIZ

Date: 9/8/2023

Date: 9/8/2023