

Monthly Expenditure Report



Reporting Month: June 2023

Budget Fiscal Year: 2022-2023

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$15069.93	\$5970.99	\$9098.94	\$102.00	\$0.00	\$8996.94

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25019.64	\$2470.99	\$9098.94	\$102.00	\$8996.94
Outreach		\$3500.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$13300.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$23249.71	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	06/01/2023	Approved 2022-2023 Budget - Website maintenance and hosting	General Operations Expenditure	Office	\$199.00
2	GOOGLE STORAGE	06/07/2023	Approved 2022-2023 Budget - extra data storage	General Operations Expenditure	Office	\$2.99
3	AMZN MKTP US EO3IF2WI3	06/15/2023	The ENC approves the purchase of two (2) 12 channel mixers from Amazon or similar electronics vendor for the use with the new conference mic system and further authorizes up to \$800 for the purchase of the mixers. This is for use at upcoming hybrid meetings	General Operations Expenditure	Office	\$305.51
4	AMZN DIGITAL RW3FS4C93	06/16/2023	The ENC supports purchasing a new laptop from Best Buy or other electronics store and approves up to \$750 for the purchase of the laptop. This is the Office software for the laptop	General Operations Expenditure	Office	\$69.99

5	AMZN DIGITAL UO08J3YU3	06/16/2023	The ENC supports purchasing a new laptop from Best Buy or other electronics store and approves up to \$750 for the purchase of the laptop. This is the charge for the anti virus software	General Operations Expenditure	Office	\$19.99
6	LINE2	06/17/2023	Approved 2022-2023 budget - answering service and phone number	General Operations Expenditure	Office	\$20.16
7	AMZN MKTP US 0E0765XQ3	06/17/2023	The ENC approves the purchase of a camera to record and stream live meetings and authorizes \$450 for the purchase of the camera from Amazon or similar. The ENC supports purchasing a tripod for streaming in person meetings from Amazon or similar and approves up to \$75 for the purchase of the tripod	General Operations Expenditure	Office	\$294.55
8	AMAZON.COM 9985V4GR3	06/18/2023	The ENC supports purchasing a new laptop from Best Buy or other electronics store and approves up to \$750 for the purchase of the laptop.	General Operations Expenditure	Office	\$366.34
9	AMAZON.COM MI8A56263	06/19/2023	The ENC supports purchasing 2 sets of VOCO 12 mic system from Amazon and will approve up to \$1850 for 2 sets of 12 conference mics, these will be for in-person meetings	General Operations Expenditure	Office	\$1192.46
10	THE LITTLE FISH THEATR	06/20/2023	Approval to pay sponsorship fee, up to \$5000, for Shakespeare production in Encino on July 27, 2023. Note approval to fund was obtained from funding department subject to Recreation and parks approval which was granted.	General Operations Expenditure	Outreach	\$2500.00
11	City of Los Angeles Congress of Neighborhoods - Event	05/30/2023	Motion to support the Congress of Neighborhoods in the amount of \$1000	General Operations Expenditure	Outreach	\$1000.00
Subtotal:						\$5970.99

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	City of Los Angeles Department of Neighborhood Empowerment	06/02/2023	Approved 2022-2023 Budget - computer expense & software	General Operations Expenditure	Office	\$102.00
Subtotal: Outstanding						\$102.00

Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
US

8183457443

Order Information

Description: Monthly Maintenance. Hosting, Email Standard 08/03/2020 Auth Patricia email
Order Number: P.O. Number:
Customer ID: Invoice Number:

Billing Information

Patricia Bates
Encino NC

Shipping Information

Shipping: 0.00
Tax: 0.00
Total: USD 199.00

Payment Information

Date/Time: 01-Jun-2023 04:24:11 MDT
Transaction ID: 64400653390
Transaction Type: Authorization w/ Auto Capture
Transaction Status: Settled Successfully
Authorization Code: 027924
Payment Method: MasterCard XXXX6750

Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
US

8183457443

Order Information

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Patricia Bates
Encino NC

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Tax: 0.00
Total: USD 199.00

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Transaction ID: 64400653390
Transaction Type: Authorization w/ Auto Capture
Transaction Status: Settled Successfully
Authorization Code: 027924
Payment Method: MasterCard XXXX6750

Your Google Play Order Receipt from Jun 7, 2023

1 message

Google Play <googleplay-noreply@google.com>
Reply-To: Google Play <googleplay-noreply@google.com>
To: EncinoNCMedia@gmail.com

Wed, Jun 7, 2023 at 3:45 PM



Thank you

Your subscription from Google on Google Play continues and you've been charged. [Manage your subscriptions.](#)

Order number: SOP.3302-9257-1198-80760..51

Order date: Jun 7, 2023 6:45:27 PM EDT

Your account: EncinoNCMedia@gmail.com

Item	Price
200 GB (Google One) (by Google LLC) Auto-renewing subscription	\$2.99/month
	Tax: \$0.00
	Total: \$2.99/month
Payment method:	Mastercard-6750

By subscribing, you authorize us to charge you the subscription cost (as described above) automatically, charged to the payment method provided until canceled. [Learn how to cancel.](#) Keep this for your records.

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View the Google Play [Refund Policy](#) and the [Terms of Service](#).

Google, [1600 Amphitheatre Pkwy, Mountain View, CA, 94043, United States](#)

Please don't reply to this email, as we are unable to respond from this email address. If you need support, visit the [Google Play Help Center](#).

Final Details for Order #114-3910108-8472217

[Print this page for your records.](#)

Order Placed: June 15, 2023

Amazon.com order number: 114-3910108-8472217

Order Total: \$305.51

Shipped on June 15, 2023

Items Ordered

1 of: *Berlingtone BR-166MX, 16 - Channel Bluetooth Audio Mixer - DJ Sound Controller, USB MP3 Player, 12 XLR Microphone Jack, 7 Band EQ, 16 BIT Digital Multi FX Processor, RCA IN-OUT Jack, 48V Phantom Power* **Price** \$279.00

Sold by: CostTag ([seller profile](#))

Condition: New

Shipping Address:

Patricia Bates
16811 WEDDINGTON ST
ENCINO, CA 91436-1033
United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

MasterCard | Last digits: 6750

Billing address

p bates
200 N SPRING ST
LOS ANGELES, CA 90012-4801
United States

Item(s) Subtotal: \$279.00

Shipping & Handling: \$0.00

Total before tax: \$279.00

Estimated tax to be collected: \$26.51

Grand Total: \$305.51

Credit Card transactions

MasterCard ending in 6750: June 15, 2023: \$305.51

To view the status of your order, return to [Order Summary](#).

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: [Signature]
Print/Type Name:
Date:

Authorized Signature: Alex Garay
Print/Type Name:
Date:

**Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.

Details for Order # D01-5091010-9177852

[Print this page for your records.](#)

Amazon.com order number: D01-5091010-9177852

Order Total: \$69.99


Digital Order: June 16, 2023

Items Ordered	Price
Microsoft 365 Personal Word, Excel, PowerPoint 1 person 3 Months Free, Plus 12-Month Subscription PC/Mac Instant Download (Renews to 12-Month Subscription) Activation Required [Software Download]	\$69.99
Quantity: 1	
Sold By: Amazon.com Services LLC	
	Item(s) Subtotal: \$69.99

	Total Before Tax: \$69.99
	Tax Collected: \$0.00

	Total for this Order: \$69.99

Payment Information

Payment method	Item(s) Subtotal:	\$69.99
 ending in 6750	Total Before Tax:	\$69.99
	Tax Collected:	\$0.00
Billing address		
p bates	Grand Total:	\$69.99
200 N SPRING		
ST		
LOS ANGELES,		
CA 90012-4801		
United States		
+18184250962		

[Return to the Order Summary.](#)

Please note: This is not a VAT invoice.

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 [Signature]

Authorized Signature: [Signature]

Print/Type Name:

Print/Type Name:

Date:

Date:

**Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.

Details for Order # D01-0209313-3312209

[Print this page for your records.](#)

Amazon.com order number: D01-0209313-3312209

Order Total: \$19.99


Digital Order: June 16, 2023

Items Ordered	Price
McAfee Total Protection 2023 3 Device Antivirus Internet Security Software VPN, Password Manager, Dark Web Monitoring 1 Year with Auto Renewal - Amazon Exclusive Subscription [Software Download]	\$19.99
Quantity: 1	
Sold By: Amazon.com Services LLC	
	Item(s) Subtotal: \$19.99

	Total Before Tax: \$19.99
	Tax Collected: \$0.00

	Total for this Order: \$19.99

Payment Information

Payment method	Item(s) Subtotal:	\$19.99
 ending in 6750	Total Before Tax:	\$19.99
	Tax Collected:	\$0.00
Billing address		
p bates	Grand Total:	\$19.99
200 N SPRING		
ST		
LOS ANGELES,		
CA 90012-4801		
United States		
+18184250962		

[Return to the Order Summary.](#)

Please note: This is not a VAT invoice.

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:

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Authorized Signature [Signature]

Print/Type Name:

Date:

Authorized Signature: [Signature]

Print/Type Name:

Date:

**Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.

Invoice



PATRICIA BATES
200 North Spring Street
Los Angeles
-90012
US

Contact Number : +18184250962
Bill Date : 06/16/2023
Period : 05/16/2023 - 06/15/2023
Invoice No : C339426-27

Account Summary

Current Activity

Current Bill Amount(USD)	
Fixed Charges - Line2 - Starter Monthly (USD)	15.99
Usage Charges(USD)	0.00
Current Bill Total(USD)	15.99
Net Charges	15.99
Other Charges(USD)	
Other Charges Total(USD)	0.00
Total Taxes, Charges & Fees(USD)	4.17
Current Amount(USD)	20.16
Payment(s) Received(USD)	20.16
Total Amount Due(USD)	0.00

Taxes, Charges, & Fees

FCC Regulatory Fee (Federal)	0.02
FUSF (Federal)	1.35
P.U.C. Fee NF (State)	0.02
Utility Users Tax (Local)	0.78
Compliance & Administrative Cost Recovery Fee	2.00
Total Taxes, Charges, & Fees(USD)	4.17

Billing Summary for Company - PATRICIA BATES

Description of Charge

Fixed Charges

Company 15.99

Other Recurring Charges

Total Charges (USD): 15.99

Final Details for Order #114-2845079-6538629

[Print this page for your records.](#)

Order Placed: June 15, 2023

Amazon.com order number: 114-2845079-6538629

Order Total: \$294.55

Shipped on June 17, 2023

Items Ordered

Price

1 of: *Eicaus 67 Inch Heavy Duty Tripod Stand for Cameras, Cell Phones, Projectors, Webcams, Spotting Scopes - Complete Unit for Canon, Nikon, Sony - Perfect for Phone & Camera Photography*

\$29.99

Sold by: Eicaus Direct ([seller profile](#)) | Product question? [Ask Seller](#)

Condition: New

1 of: *SZOOMSY PTZ Camera USB2.0 10X Optical Zoom HD 1080P Video Conference Webcam for Live Streaming Church YouTube Skype Business Meeting Conference Room Camera System*

\$239.00

Sold by: camera0927 ([seller profile](#))

Condition: New

Shipping Address:

Patricia Bates
16811 WEDDINGTON ST
ENCINO, CA 91436-1033
United States

Shipping Speed:

Amazon Day Delivery

Payment information

Payment Method:

MasterCard | Last digits: 6750

Item(s) Subtotal: \$268.99

Shipping & Handling: \$0.00

Billing address

p bates
200 N SPRING ST
LOS ANGELES, CA 90012-4801
United States

Total before tax: \$268.99

Estimated tax to be collected: \$25.56

Grand Total: \$294.55

Credit Card transactions

MasterCard ending in 6750: June 17, 2023: \$294.55

To view the status of your order, return to [Order Summary](#).

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 [Signature]

Authorized Signature: Alex Jaray

Print/Type Name:

Print/Type Name:

Date:

Date:

**Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.



NC Name: Encino Meeting Date: 2023 05 24
 Budget Fiscal Year: 2022-2023 Agenda Item No: 9F
 Board Motion and/or Public Benefit Statement (CIP and NPG):

The ENC supports purchasing a tripod for streaming in person meetings from Amazon or similar and approves up to \$75 for the purchase of the tripod

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
Dana Caruso Alt	Area 1	x					
Vac.	Area 2						
Lissa Morrow alt	Area 3	x					
Jess Whitehill	Area 4	x					
Michael Silva	Area 5	x					
Laurie Kelson	Area 6				x		
Jim Esterle	Area 7				x		
Heather Michaels	At-Large	x					
Henry Eshelman	At-Large	x					
Alex Garay	Apt/Condo	x					
Victoria Miller	Business	x					
Andrew Zucker	Business	x					
Jennifer Goldstein	Education				x		
Vac.	Encino Chamber						
Daniel Freedman	Encino POA	x					
Eliot Cohen	Homeowners of Encino	x					
Glenn Bailey	Park/Environment	x					
Darin Spilman	Planning & Land Use				x		
Samuel Apikyan	Public Safety				x		
Anni Kusseyan	Religious	x					
Patricia Bates	Volunteer/Service	x					
Vac.	Youth						
Board Quorum: 11	Total:	14	0	0	5	0	0

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: *Patricia Bates* Authorized Signature: *Alex Garay*
 Print/Type Name: Patricia Bates Print/Type Name: Alex Garay
 Date: 5/24/2023 Date: 5/24/2023

**Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.

Final Details for Order #114-8317929-8152222

[Print this page for your records.](#)

Order Placed: June 16, 2023

Amazon.com order number: 114-8317929-8152222

Order Total: \$366.34

Shipped on June 18, 2023

Items Ordered

1 of: *Acer Aspire 3 A315-24P-R7VH Slim Laptop | 15.6" Full HD IPS Display | AMD Ryzen 3 7320U Quad-Core Processor | AMD Radeon Graphics | 8GB LPDDR5 | 128GB NVMe SSD | Wi-Fi 6 | Windows 11 Home in S Mode* **Price** \$329.99
Sold by: Amazon.com Services LLC

Condition: New

Shipping Address:

p bates
16325 VENTURA BLVD
ENCINO, CA 91436-2101
United States

Shipping Speed:

Amazon Day Delivery

Payment information

Payment Method:

MasterCard | Last digits: 6750

Item(s) Subtotal: \$329.99
Shipping & Handling: \$0.00

Billing address

p bates
200 N SPRING ST
LOS ANGELES, CA 90012-4801
United States

Total before tax: \$329.99
Estimated tax to be collected: \$31.35
CA Electronic Waste Recycling Fee \$5.00

Grand Total: \$366.34

Credit Card transactions

MasterCard ending in 6750: June 18, 2023: \$366.34

To view the status of your order, return to [Order Summary](#).

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)	<input type="checkbox"/> Check	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Board Member Reimbursement

Vote Count
Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
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 <i>Dawn L. Brown</i>	Authorized Signature: <i>Alex Jaray</i>
Print/Type Name:	Print/Type Name:
Date:	Date:

****Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.**



Final Details for Order #114-5175769-5849803

[Print this page for your records.](#)

Order Placed: June 19, 2023

Amazon.com order number: 114-5175769-5849803

Order Total: \$1,192.46

Shipped on June 19, 2023

Items Ordered

	Price
1 of: <i>VocoPro, 12 Wireless Microphone System, XLR Connector, Black (DIGITALCONF12)</i>	\$1,089.00
Sold by: Amazon.com Services LLC	

Condition: New

Shipping Address:

Amazon Fresh - Encino [Map](#)
16325 Ventura Blvd
Fullerton, CA 91436
United States

Recipient for Pick-Up:

p bates

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

MasterCard | Last digits: 6750

Item(s) Subtotal:	\$1,089.00
Shipping & Handling:	\$0.00

Billing address

p bates
200 N SPRING ST
LOS ANGELES, CA 90012-4801
United States

Total before tax:	\$1,089.00
Estimated tax to be collected:	\$103.46

Grand Total: \$1,192.46

Credit Card transactions

MasterCard ending in 6750: June 19, 2023: \$1,192.46

To view the status of your order, return to [Order Summary](#).

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: [Signature]
Print/Type Name:
Date:

Authorized Signature: [Signature]
Print/Type Name:
Date:

**Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.

Shakespeare by the Sea / Little Fish Theatre

777 Centre St
San Pedro, CA 90731 US
+1 3103469716
pad@shakespearebythesea.org
www.shakespearebythesea.org



INVOICE

BILL TO

Patricia Bates
Encino Neighborhood Council
4924 Paso Robles Ave.
Encino, CA 91316

SHIP TO

Patricia Bates
Encino Neighborhood
Council
4924 Paso Robles Ave.
Encino, CA 91316

INVOICE # 04.714SBTS

DATE 05/27/2023

DUE DATE 05/27/2023

TERMS Due on receipt

DATE	DESCRIPTION	AMOUNT
05/27/2023	SBTS SPONSORSHIP-Advertising - TRIGGER FISH LEVEL SPONSORSHIP OF EVET- Benefits to Encino NC will include recognition at the event, including banners and an information table to promote the ENC at this very popular and inclusive event.	2,500.00

Thank you for Sponsoring Admission Free Shakespeare in your community.

BALANCE DUE

\$2,500.00

**Neighborhood Council Funding Contribution Form
Congress of Neighborhoods/Budget Advocacy Special Accounts**

I, _____ (President or Vice-President [VP] name),
declare that I am the President or VP of the _____
Neighborhood Council (NC) and that on _____ (meeting date), a Brown Act-
noticed public meeting was held by the NC with a quorum of _____ (number) board members
present and that by a vote of _____(number) Yea, _____(number) Nay, and _____(number)
Abstentions, the NC approved funding contribution(s) from our current Fiscal Year budget for the
following Department of Neighborhood Empowerment Special Account(s):

Neighborhood Council Budget Advocacy (L.A. Charter Section 909) in the amount of:

*\$ _____

L.A. Congress of Neighborhoods (LAAC 22.801) – Event in the amount of:

*\$ _____

L.A. Congress of Neighborhoods (LAAC 22.801) – EmpowerLA Awards in the amount of:

*\$ _____

Therefore, the Neighborhood Council requests that the Office of the City Clerk, NC Funding Program
issue payment from our NC’s current Fiscal Year budget to the Department of Neighborhood
Empowerment for the Congress and/or Budget Advocacy Special Account(s).

Contributions for Neighborhood Council Budget Advocacy and the Congress of Neighborhoods support
activities and programs which advance the purpose of the Neighborhood Council System as determined
by the Department of Neighborhood Empowerment. Funds do not support any specific entity, alliance,
or group.

Alex Garay

Signature of President or VP

Date

=====

To request payment, the NC Treasurer must submit this completed form in the NC Funding System
portal, Outreach Category, as the “Payment Request Document” along with the respective Board Action
Certification (BAC) form. Forms must be submitted by the annual deadline for check payment requests
(normally June 1st) in order to process the payment from current Fiscal Year funds.

Make checks payable to each respective Special Account as approved by your NC Board:

“City of Los Angeles Budget Advocacy” or
“City of Los Angeles Congress of Neighborhoods - Event” or
“City of Los Angeles Congress of Neighborhoods - Awards”

Address: 200 N. Spring St., Suite 224, Los Angeles, CA 90012

- You may also search the respective Special Account in the Vendor section of the Funding System portal when submitting the payment request(s).
- Please submit separate payment requests for each Special Account contribution.

*Please indicate a specific funding amount; Statements such as "unused funding for this fiscal year" will disqualify the payment request.

