

Monthly Expenditure Report



Reporting Month: March 2025

Budget Fiscal Year: 2024-2025

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$29077.24	\$4230.40	\$24846.84	\$0.00	\$0.00	\$24846.84

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25044.32	\$300.69	\$17346.84	\$0.00	\$17346.84
Outreach		\$1399.23		\$0.00	
Elections		\$30.48		\$0.00	
Community Improvement Project	\$7500.00	\$0.00	\$7500.00	\$0.00	\$7500.00
Neighborhood Purpose Grants	\$14500.00	\$2500.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$17967.08	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	03/01/2025	recurring Office Expense website hosting	General Operations Expenditure	Office	\$199.00
2	FACEBK XUBNWKGVB2	03/09/2025	Motion: The ENC Board approves outreach expenditures of up to \$2000.00 in the ENC Election Category. This includes social media ads, boosting social media posts, printing flyers, posters, signage, refreshments at special meetings, advertising in other media such as local newspapers and purchase of refreshments and supplies for a table at the ENC Encino Day Event.	General Operations Expenditure	Elections	\$3.59
3	FACEBK U3PWYKGVX2	03/10/2025	Motion: The ENC Board approves outreach expenditures of up to \$2000.00 in the ENC Election Category. This includes social media ads, boosting social media posts, printing flyers, posters, signage, refreshments at special meetings, advertising in other media such as local newspapers and purchase of refreshments and supplies for a table at the ENC Encino Day Event.	General Operations Expenditure	Elections	\$10.00

4	FACEBK XQX65LYVX2	03/12/2025	Motion: The ENC Board approves outreach expenditures of up to \$2000.00 in the ENC Election Category. This includes social media ads, boosting social media posts, printing flyers, posters, signage, refreshments at special meetings, advertising in other media such as local newspapers and purchase of refreshments and supplies for a table at the ENC Encino Day Event.	General Operations Expenditure	Elections	\$10.00
5	SMART AND FINAL 477	03/18/2025	Proposal for ENC Public Safety Committee to host an in-person community meeting. Meeting topic will be Home Hardening – Making Your Home A Harder Burglary Target. Presentation by Roy Nwaissier. Representatives from CD4 & LAPD might participate. Request budget up to \$300 for food and up to \$500 for promotion including social media, lawn signs, banners and flyers. Second: Varant. Vote: 5-0.	General Operations Expenditure	Outreach	\$17.94
6	DOMINO'S 8212	03/19/2025	Proposal for ENC Public Safety Committee to host an in-person community meeting. Meeting topic will be Home Hardening – Making Your Home A Harder Burglary Target. Presentation by Roy Nwaissier. Representatives from CD4 & LAPD might participate. Request budget up to \$300 for food and up to \$500 for promotion including social media, lawnsigns, banners and flyers. Second: Varant. Vote: 5-0.	General Operations Expenditure	Outreach	\$188.73
7	AMAZON MARK JK4TO2HN3	03/22/2025	Motion to provide up to \$1,000 for refreshments, supplies, support and outreach for CERT's 3rd Annual Encino Disaster Preparedness Drill on March 25, 2025	General Operations Expenditure	Outreach	\$126.91
8	EIG CONSTANTCONTACT.C	03/27/2025	Recurring Office Expense. Email Platform.	General Operations Expenditure	Office	\$88.00
9	LINE2	03/28/2025	Recurring monthly office expenditure. Motion To Approve New Voicemail Service - Motion for the Encino Neighborhood Council (ENC) to approve a cost expenditure of up to \$150 to open a new voicemail service account, with an ongoing recurring monthly expenditure of up to \$30 for the service.	General Operations Expenditure	Office	\$13.69
10	TOO GOOD TO GO INC.	03/29/2025	Motion to provide up to \$1,000 for refreshments, supplies, support and outreach for CERT's 3rd Annual Encino Disaster Preparedness Drill on March 25, 2025	General Operations Expenditure	Outreach	\$65.65
11	FACEBK SCTHMM4WX2	03/30/2025	Motion: The ENC Board approves outreach expenditures of up to \$2000.00 in the ENC Election Category. This includes social media ads, boosting social media posts, printing flyers, posters, signage, refreshments at special meetings, advertising in other media such as local newspapers and purchase of refreshments and supplies for a table	General Operations Expenditure	Elections	\$6.89

			at the ENC Encino Day Event.			
12	Friends of the Los Angeles River	03/05/2025	Motion: The ENC Board approves the Neighborhood Purposes Grant application from The Friends of The LA River in the amount of \$2500.00 to help fund their Earth Day Event on Saturday, ...	Neighborhood Purpose Grants		\$2500.00
13	ONEgeneration	03/05/2025	The ENC Board approves the expenditure of \$1000.00 to fund a table and participate in the annual OneGeneration Senior Symposium on Saturday, May 17, 2025. The event is free and open to th...	General Operations Expenditure	Outreach	\$1000.00
Subtotal:						\$4230.40

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

The Web Corner, Inc.

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

Invoice

		Date	Invoice	Terms
		03/01/2025	28104	Due on Receipt
Bill To		Ship To		
Encino Neighborhood Council Glenn Bailey 4924 Paso Robles Encino, CA 91316				

QTY	Description	Price Each	Amount
1	March 2025 Monthly Maintenance for includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	March 2025 Hosting for: Monthly Hosting for encinocouncil.org (Included in maintenance)	15.00	0.00
0	March 2025 Email Standard Mailboxes: 4 Accounts for encinonc.org (Included in maintenance)	3.50	0.00
Thank you for your business.		Total \$199.00	
		Payments/Credits -\$199.00	
		Balance Due \$0.00	

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 Patrcia 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-Mar-2025 03:55:01 MST

Transaction ID: 80912793239

Transaction Type: Authorization w/ Auto Capture

Transaction Status: Settled Successfully

Authorization Code: 093565

Payment Method: MasterCard XXXX4702



Receipt for Laure Stevens

Account ID: 765696751184764

Invoice/Payment Date

Mar 9, 2025, 7:42 AM

Payment method

MasterCard · 4702

Reference Number: XUBNWKGVX2

Transaction ID

9283010738483145-9259880900796128

Product Type

Meta ads

Paid

\$3.59 USD

This is your monthly bill.

Campaigns

Post: "Get Involved in your community!..."		\$0.75
From Feb 17, 2025, 12:00 AM to Mar 8, 2025, 11:59 PM		
Post: "Get Involved in your community!..."	66 Impressions	\$0.75
Post: "CANDIDATE FILING PERIOD ENDS MARCH 17TH. GET..."		\$2.84
From Feb 17, 2025, 12:00 AM to Mar 8, 2025, 11:59 PM		
Post: "CANDIDATE FILING PERIOD ENDS MARCH 17TH. GET..."	221 Impressions	\$2.84

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name:	ENCINO	Meeting Date: Wednesday February 26, 2025
Budget Fiscal Year:	2024 / 2025	Agenda Item: 6.B
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion: The ENC Board approves outreach expenditures of up to \$2000.00 in the ENC Election Category. This includes social media ads, boosting social media posts, printing flyers, posters, signage, refreshments at special meetings, advertising in other media such as local newspapers and purchase of refreshments and supplies for a table at the ENC Encino Day Event.	

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

VOTE COUNT

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

Recused

	Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
1	Joshua Sautter	Area 1	1					
2	LeeVante Haywood	Area 2				1		
	VAC.	Area 3						
3	Robert Wenger	Area 4	1					
4	Diane Rosen	Area 5	1					
5	Laure Stevens	Area 6	1					
6	Andrew Zucker	Area 7	1					
7	Heather Michaels	At-Large	1					
8	Lissa Morrow	At-Large				1		
	VAC.	Apt. / Condo						
9	Daniel Kashini	Business				1		
10	Kelvin Tolbert	Business	1					
11	Geri Hernandez-Abisoror	Education	1					
	VAC.	Encino Chamber						
12	Laurie Kelson	Encino EPOA	1					
13	Athena Novak	Home Owners Of Encino	1					
14	Glenn Bailey	Park/ Environment	1					
15	Matthew May	Planning & Land Use	1					
16	Roy Nwaiser	Public Safety	1					
17	Anni Keusseyan	Religious	1					
18	Max Furberg	Youth					1	
	VAC.	Volunteer						
Board Quorum: 11			Total :	14	0	0	3	1
								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:

Print / Type Name:

Laure Stevens / Treasurer

Date:

Wednesday, February 26, 2025

Authorized Signature:

Print / Type Name: Glenn Bailey / Second Signer

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.



**Encino
Neighborhood Council**

4924 Paso Robles Ave. • Encino • CA • 91316 • (747) 284-0450

Officers:

Josh Sautter - President
Roy Nwaisser - Vice President
LeeVante Haywood - Secretary
Laure Stevens - Treasurer
Glenn Bailey - Sergeant-at-Arms

Wednesday February 26, 2025

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ENCINO NEIGHBORHOOD COUNCIL 2025 ELECTION ITEMIZED BUDGET

1	OUTREACH MATERIALS - COPIES / FLYERS / BANNERS / POSTERS	\$ 300.00
2	SOCIAL MEDIA POSTING BOOSTS / ADS	\$ 500.00
3	REFRESHMENTS FOR SPECIAL CANDIDATE MEETINGS / TABLING ENCINO	\$ 500.00
4	ADVERTISING ON OTHER MEDIA - NEWS PAPERS / BUS BENCH	\$ 500.00
5	SOCIAL MEDIA AD CREATION - Graphic Artist	\$ 200.00
		<u>\$ 2,000.00</u>



Receipt for Laure Stevens

Account ID: 765696751184764

Invoice/Payment Date
Mar 10, 2025, 3:17 PM

Payment method
MasterCard · 4702
Reference Number: U3PWYKGVX2

Transaction ID
9239719532812267-9301641199953434

Product Type
Meta ads

Paid

\$10.00 USD

You're being billed because you reached your \$10.00 payment threshold.

Campaigns

Post: "CANDIDATE FILING PERIOD ENDS MARCH 17TH. GET..."		\$10.00
From Mar 9, 2025, 12:00 AM to Mar 10, 2025, 3:17 PM		
Post: "CANDIDATE FILING PERIOD ENDS MARCH 17TH. GET..."	753 Impressions	\$10.00

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6	Andrew Zucker	Area 7	1					
7	Heather Michaels	At-Large	1					
8	Lissa Morrow	At-Large				1		
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10	Kelvin Tolbert	Business	1					
11	Geri Hernandez-Abisoror	Education	1					
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15	Matthew May	Planning & Land Use	1					
16	Roy Nwaisser	Public Safety	1					
17	Anni Keusseyan	Religious	1					
18	Max Furberg	Youth					1	
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Board Quorum: 11			Total :	14	0	0	3	1
								0

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Authorized Signature:

Authorized Signature:

Print / Type Name:

Laure Stevens / Treasurer

Print / Type Name: Glenn Bailey / Second Signer

Date:

Wednesday, February 26, 2025

Date:

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		<u>\$ 2,000.00</u>



Receipt for Laure Stevens

Account ID: 765696751184764

Invoice/Payment Date
Mar 12, 2025, 12:19 AM

Payment method
MasterCard · 4702
Reference Number: XQX65LYVX2

Transaction ID
9282667885184100-9311969332253950

Product Type
Meta ads

Paid

\$10.00 USD

You're being billed because you reached your \$10.00 payment threshold.

Campaigns

Post: "CANDIDATE FILING PERIOD ENDS MARCH 17TH. GET..."		\$10.00
From Mar 10, 2025, 12:00 AM to Mar 12, 2025, 12:19 AM		
Post: "CANDIDATE FILING PERIOD ENDS MARCH 17TH. GET..."	643 Impressions	\$10.00

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

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								0

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Authorized Signature:

Authorized Signature:

Print / Type Name:

Laure Stevens / Treasurer

Print / Type Name: Glenn Bailey / Second Signer

Date:

Wednesday, February 26, 2025

Date:

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		<u>\$ 2,000.00</u>

Store 477
16847 VENTURA BLVD
ENCINO, CA 91436
Telephone (818) 789-0242

Non-Foods

SV Dinner Napkin 1 ply	4.99 T
------------------------	--------

Beverage:

First Street Water	4.49	F
CRV FOODSTAMP NONTAXAB	1.75*	F
First Street Water	4.49	F
CRV FOODSTAMP NONTAXAB	1.75*	F

General

Basket Verify 0.00

SUBTOTAL	17.47
----------	-------

Total # Items Sold 4

	12.48 @	0.000%	=	0.00
Tax	4.99 @	9.500%	=	0.47

TOTAL	17.94
Mastercard	17.94

PURCHASE \$17.94
*****4710 MC
CHIP CONTACTLESS
REF#: 026679 APPROVED
MASTERCARD
AROC - 13EC2DD6F7FEF1ED
Mode: Issuer
IAD:
0110A04001220000000000C00000000000FF

Legend

T - taxable
F - food stamp eligible
* - non-discountable

00104771802955



You were served by: James

Date: 11/22/05 Time: 11:30 AM
01/12/06 05:21 PM 11/22/05 11:30 AM

Exhibit 10-10 shows how to work with cost

For more information, and
to find out more about the
TLC, please call the TCAO
at 1-800-368-7262. For more
information, visit the TCAO
website at www.tcao.org.

Now Hiring

VOLUME 100, NUMBER 1, 1998

One Trip & That's It

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification (BAC) Form



NC Name: ENCINO Meeting Date: Tuesday, Sept. 3rd. 2024
Budget Fiscal Year: 2024/2025 Agenda Item: 9.D

Board Motion and/or Public Benefit Statement (CIP and NPG):
Proposal for ENC Public Safety Committee to host an in-person community meeting. Meeting topic will be Home Hardening – Making Your Home A Harder Burglary Target. Presentation by Roy Nwaisser. Representatives from CD4 & LAPD might participate. Request budget up to \$300 for food and up to \$500 for promotion including social media, lawn signs, banners and flyers. Second: Varant. Vote: 5-0.

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

VOTE COUNT Recused
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Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
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VAC.	Area 3						
Robert Wenger	Area 4	1					
Diane Rosen	Area 5	1					
Laure Stevens	Area 6		1				
Andrew Zucker	Area 7				1		
Heather Michaels	At-Large				1		
Lissa Morrow	At-Large			1			
VAC.	Apt. / Condo						
Daniel Kashani	Business				1		
Kelvin Tolbert	Business	1					
Geraldine Hernandez-Arbisor	Education	1					
VAC.	Encino Chamber						
Laurie Kelson	Encino EPOA	1					
Athena Novak	Home Owners Of Encino	1					
Glenn Bailey	Park/ Environment	1					
Matthew May	Planning & Land Use	1					
Roy Nwaisser	Public Safety	1					
Anni Keusseyan	Religious	1					
VAC.	Volunteer Rep						
Max Furberg	Youth					1	
James Wenger	Area 4 Alt. Seated for Area 7					1	
Board Quorum: 11	Total :	12	1	1	3	2	0

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Authorized Signature:
Print / Type Name: Laure Stevens / Treasurer
Date:

Authorized Signature:
Print / Type Name: Glenn Bailey / Second Signer
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.

Rewards Code: ZTV6MP9H
#8212 Domino's Pizza
(818) 981-5811
3/19/2025 4:12 PM

D

****NEW CUSTOMER****

TIMED ORDER
3/19/2025 6:30 PM

ROY NHAISSER

#35

(H9) 4935 BALBOA
BLVD

PAID

ENCINO, CA 91316
(310) 652-5669

Est Order Ready: 6:07 PM

DELIVERY INSTRUCTIONS: Enter through
the lobby and bring pizzas to the gym
by the lobby, Encino Community Center

SUMMARY

#35

1-LG HandToss 6 Cheese
1-LG HandToss BBQ Chicken Pizza
1-LG HandToss Buffalo Chicken Pizza
1-LG HandToss Chicken Bacon Ranch
1-LG HandToss Deluxe
1-LG HandToss Extravaganzza
1-LG HandToss Meatzza
1-LG HandToss New Philly Steak Pizza
2-LG HandToss New Veggie Pizza
1-LG HandToss Spinach/Feta
1-LG HandToss Ultimate Pepperoni Pizza
TOTAL ITEMS: 12

----- ORDER: Oven -----

1 LG HandToss New Philly Steak \$23.99
(New Philly Steak Pizza)
1 LG HandToss Spinach/Feta \$23.99
(Spinach/Feta)
2 LG HandToss New Veggie Pizza \$47.98
(New Veggie Pizza)
1 LG HandToss Deluxe \$23.99
(Deluxe)
1 LG HandToss Ultimate Pepperoni \$23.99
(Ultimate Pepperoni Pizza)
1 LG HandToss Buffalo Chicken P \$23.99
(Buffalo Chicken Pizza)
1 LG HandToss BBQ Chicken Pizza \$23.99
(BBQ Chicken Pizza)
1 LG HandToss Extravaganzza \$23.99
(Extravaganzza)
1 LG HandToss Meatzza \$23.99
(Meatzza)
1 LG HandToss 6 Cheese \$23.99
(6 Cheese)
1 LG HandToss Chicken Bacon Ran \$23.99
(Chicken Bacon Ranch)
TOTAL BOXES: 12

----- ORDER: Non-Oven -----

COUPONS/ADJUSTMENTS

50% Off Any Pizza at Menu Pric -\$144.0
(9413)
1 Delivery Charge \$5.99
Sub Total \$149.87
Tax 1 \$14.24
Total \$164.11

PAYMENTS

Amount Tendered \$164.11
Balance Due \$0.00

THIS ORDER CAN STILL EARN
POINTS TOWARD FREE PIZZA AND MORE!
VISIT DOMINOS.COM/CLAIMREWARDS
WITHIN 30 DAYS TO CLAIM
YOUR POINTS.

Domino's Pizza
Store Phone # 818-981-5811

Rewards Code: IT16HPPH
#5212 Domino's Pizza
(916) 981-5611
3/19/2025 4:12 PM

D

##NEW CUSTOMER##

ORDERED
3/19/2025 6:30 PM
#35
PAID
ENCINO, CA 91316
(310) 652-5669
Est Order Ready: 6:07 PM

DELIVERY INSTRUCTIONS: Enter through
the lobby and bring pizzas to the gym
by the lobby, Encino Community Center

SUMMARY

#35

1-LG HandToss 6 Cheese
1-LG HandToss BBQ Chicken Pizza
1-LG HandToss Buffalo Chicken Pizza
1-LG HandToss Chicken Bacon Ranch
1-LG HandToss Deluxe
1-LG HandToss Extravaganza
1-LG HandToss MeatZza
1-LG HandToss New Philly Steak Pizza
2-LG HandToss New Veggie Pizza
1-LG HandToss Spinach/Feta
1-LG HandToss Ultimate Pepperoni Pizza
TOTAL ITEMS: 12

ORDER: Over

1 LG HandToss New Philly Steak \$23.99
(New Philly Steak Pizza)
1 LG HandToss Spinach/Feta \$23.99
(Spinach/Feta)
2 LG HandToss New Veggie Pizza \$47.98
(New Veggie Pizza)
1 LG HandToss 6 Cheese \$23.99
(6 Cheese)
1 LG HandToss Ultimate Pepperoni \$23.99
(Ultimate Pepperoni Pizza)
1 LG HandToss Buffalo Chicken \$23.99
(Buffalo Chicken Pizza)
1 LG HandToss BBQ Chicken Pizza \$23.99
(BBQ Chicken Pizza)
1 LG HandToss Extravaganza \$23.99
(Extravaganza)
1 LG HandToss MeatZza \$23.99
(MeatZza)
1 LG HandToss 6 Cheese \$23.99
(6 Cheese)
1 LG HandToss Chicken Bacon Ranch \$23.99
(Chicken Bacon Ranch)
TOTAL ITEMS: 12

ORDER: Non-Over

COUPONS/ADJUSTMENTS

SON Off Any Pizza at Menu Price -\$44.00
(9413)
1 Delivery Charge \$5.99

Sub Total \$145.87
Tax 1 \$14.14
Total \$159.99

PAYMENTS

Amount Tendered \$159.99
Balance Due \$0.00

THIS ORDER CAN STILL BE
RETURNED, EXCEPT FOR PIZZA AND MEAT
ADDITIONAL CHARGES WILL APPLY TO ALL
RETURNED ITEMS

Domino's Pizza
Store Phone # 310-652-5669



ORDERED

PREP

BAKE

QUALITY CHECK

READY

U.S. PATENT #10,262,281

Customer Information

Name on Order: Roy Nwaissar

Delivery Address: 4935 BALBOA BLVD, ENCINO, CA 91316-3437

Callback Phone #: 310-652-5669

Your Domino's Store:

Domino's #8212

17020 Ventura Blvd Encino CA 91316

818-981-5811

Delivery Time: 3/19/2025 6:30PM

**DON'T FORGET TO CLAIM YOUR REWARDS
POINTS TOWARD FREE PIZZA AND MORE!**

CLAIM POINTS

Order Details

Order #: 35

Date: 03/19/2025 2:00AM

The following order is being delivered hot and fresh to your door:

Quantity	Description	Amount
1	Large (14") Hand Tossed Philly Cheese Steak Whole: Shredded Provolone Cheese, Mushrooms, Green Peppers, Onions, Philly Steak, American Cheese, Garlic Crust Seasoning	\$11.99
1	Large (14") Hand Tossed Spinach & Feta Whole: Cheese, Shredded Provolone Cheese, Onions, Spinach, Feta Cheese, Shredded Parmesan, Alfredo Sauce, Garlic Crust Seasoning	\$11.99
2	Large (14") Hand Tossed Pacific Veggie Whole: Robust Inspired Tomato Sauce, Cheese, Shredded Provolone Cheese, Mushrooms, Onions, Black Olives, Diced Tomatoes, Spinach, Feta Cheese, Garlic Crust Seasoning	\$23.98
1	Large (14") Hand Tossed Deluxe Whole: Robust Inspired Tomato Sauce, Cheese, Shredded Provolone Cheese, Pepperoni, Italian Sausage, Mushrooms, Green Peppers, Onions, Garlic Crust Seasoning	\$11.99
1	Large (14") Hand Tossed Ultimate Pepperoni Whole: Robust Inspired Tomato Sauce, Cheese, Shredded Provolone Cheese, Extra Pepperoni, Shredded Parmesan, Garlic Crust Seasoning	\$11.99
1	Large (14") Hand Tossed Buffalo Chicken Whole: Shredded Provolone Cheese, Onions, Premium Chicken, Cheddar Cheese Blend, American Cheese, Hot Buffalo Sauce, Garlic Crust Seasoning	\$11.99
1	Large (14") Hand Tossed Memphis BBQ Chicken Whole: Honey BBQ Sauce, Cheese, Shredded Provolone Cheese, Onions, Premium Chicken, Cheddar Cheese Blend, Garlic Crust Seasoning	\$11.99

Large (14") Hand Tossed ExtravaganZZa

Whole: Robust Inspired Tomato Sauce, Cheese, Shredded Provolone Cheese, Pepperoni, Beef, Italian Sausage, Ham, Mushrooms, Green Peppers, Onions, Black Olives, Garlic Crust Seasoning

\$11.99

Large (14") Hand Tossed MeatZZa

Whole: Robust Inspired Tomato Sauce, Cheese, Shredded Provolone Cheese, Pepperoni, Beef, Italian Sausage, Ham, Garlic Crust Seasoning

\$11.99

Large (14") Hand Tossed Wisconsin 6-Cheese Pizza

Whole: Robust Inspired Tomato Sauce, Cheese, Shredded Provolone Cheese, Cheddar Cheese Blend, Feta Cheese, Shredded Parmesan, Garlic Crust Seasoning

\$11.99

Large (14") Hand Tossed Cali Chicken Bacon Ranch

Whole: Cheese, Shredded Provolone Cheese, Premium Chicken, Bacon, Diced Tomatoes, Ranch, Garlic Crust Seasoning

\$11.99

Coupon Used: 50% off all Pizzas at Menu Price – Online Only

Food & Beverage: \$143.88

Delivery Charge: \$5.99

Taxes: \$14.24

Tip Amount: \$24.62

Total: \$188.73

Payment Details

Payment Method:

Credit Card \$188.73

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification (BAC) Form



NC Name: ENCINO Meeting Date: Tuesday, Sept. 3rd. 2024
Budget Fiscal Year: 2024/2025 Agenda Item: 9.D

Board Motion and/or Public Benefit Statement (CIP and NPG):
Proposal for ENC Public Safety Committee to host an in-person community meeting. Meeting topic will be Home Hardening – Making Your Home A Harder Burglary Target. Presentation by Roy Nwaisser. Representatives from CD4 & LAPD might participate. Request budget up to \$300 for food and up to \$500 for promotion including social media, lawn signs, banners and flyers. Second: Varant. Vote: 5-0.

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
Joshua Sautter	Area 1	1					
LeeVante Haywood	Area 2	1					
VAC.	Area 3						
Robert Wenger	Area 4	1					
Diane Rosen	Area 5	1					
Laure Stevens	Area 6		1				
Andrew Zucker	Area 7				1		
Heather Michaels	At-Large				1		
Lissa Morrow	At-Large			1			
VAC.	Apt. / Condo						
Daniel Kashani	Business				1		
Kelvin Tolbert	Business	1					
Geraldine Hernandez-Arbisor	Education	1					
VAC.	Encino Chamber						
Laurie Kelson	Encino EPOA	1					
Athena Novak	Home Owners Of Encino	1					
Glenn Bailey	Park/ Environment	1					
Matthew May	Planning & Land Use	1					
Roy Nwaisser	Public Safety	1					
Anni Keusseyan	Religious	1					
VAC.	Volunteer Rep						
Max Furberg	Youth					1	
James Wenger	Area 4 Alt. Seated for Area 7					1	
Board Quorum: 11	Total :	12	1	1	3	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 Actcompliant public meeting where a quorum of the Board was present.

Authorized Signature:
Print / Type Name: Laure Stevens / Treasurer
Date:

Authorized Signature:
Print / Type Name: Glenn Bailey / Second Signer
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 #113-6343355-8363421

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

Order Placed: March 21, 2025
Amazon.com order number: 113-6343355-8363421
Order Total: \$126.91

Not Yet Shipped

Items Ordered	Price
1 of: Kraft Philadelphia Original Cream Cheese Spread - Cup, 3/4 Ounce -- 100 per case. by Philadelphia	\$73.29
Sold by: Funtopia Distributions (seller profile)	
Supplied by: Other	
Condition: New	
1 of: Dealusy 100 Count Extra Heavy Duty Clear Plastic Knives Disposable, BPA-Free, Heat Resistant, Solid and Durable Disposable Knives Bulk, Premium Plastic Knives heavy duty for Party Supply	\$9.98
Sold by: Dealusy (seller profile)	
Supplied by: Other	
Condition: New	
1 of: 12 Pcs H Stakes for Yard Signs 30" x 10" Metal Heavy Duty H Frame Wire Stakes Weatherproof Metal Holder for 4mm 5mm Corrugated Signs Advertising Board Guidepost Yard Halloween Decor	\$38.99
Sold by: Gaifan (seller profile)	
Supplied by: Other	
Condition: New	

Shipping Address:
Attn Bill / Laure Stevens
9433 FORBES AVE
NORTH HILLS, CA 91343-2712
United States

Shipping Speed:
Delivery in fewer trips to your address

Payment information

Payment Method:	Item(s) Subtotal:	\$122.26
Mastercard ending in 4702	Shipping & Handling:	\$0.00

Billing address	Total before tax:	\$122.26
Laure Stevens	Estimated tax to be collected:	\$4.65
3447 STANDISH DR		-----
ENCINO, CA 91436-4035	Grand Total:	\$126.91
United States		

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

English

United States

Help

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification (BAC) Form




NC Name:	ENCINO	Meeting Date: Wednesday, October 23,2024
Budget Fiscal Year:	2024/2025	Agenda Item: 7.E
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to provide up to \$1,000 for refreshments, supplies, support and outreach for CERT's 3rd Annual Encino Disaster Preparedness Drill on March 25, 2025	

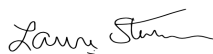

Method of Payment: (Select One)
☐ Check
☒ Credit Card
☐ Board Member Reimbursement

VOTE COUNT

Recused

Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.							
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
1 Joshua Sautter	Area 1						
2 LeeVante Haywood	Area 2	1					
VAC.	Area 3						
3 Robert Wenger	Area 4	1					
4 Diane Rosen	Area 5	1					
5 Laure Stevens	Area 6	1					
6 Andrew Zucker	Area 7				1		
7 Heather Michaels	At-Large	1					
8 Lissa Morrow	At-Large	1					
VAC.	Apt. / Condo						
9 Daniel Kashini	Business				1		
10 Kelvin Tolbert	Business	1					
11 Geri Hernandez-Abisoror	Education	1					
VAC.	Encino Chamber						
12 Laurie Kelson	Encino EPOA	1					
13 Athena Novak	Home Owners Of Encino	1					
14 Glenn Bailey	Park/ Environment	1					
15 Matthew May	Planning & Land Use				1		
16 Roy Nwaisser	Public Safety	1					
17 Anni Keusseyan	Religious					1	
18 Max Furberg	Youth				1		
VAC.	Volunteer						
Board Quorum: 11		12	0	0	4	1	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:  Print / Type Name: Laure Stevens / Treasurer Date: Wednesday, December 11, 2024	Authorized Signature:  Print / Type Name: I Glenn Bailey / Second Signer 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.


[Print](#)

Billing Activity - Invoices

Encino Neighborhood Council

Attn: Laure Stevens

200 N. Spring St FL 20

Los Angeles CA 90012-4801

US

P.: 818-261-1175

Today's Date: 04/01/2025

User Name:

Invoices from 02/01/2025 to 04/01/2025

Date	Description	Charge Amount	Credit Amount
03/27/2025	Invoice #1743066709	\$88.00	
	Constant Contact - Email Plus		
	501-1500 Contacts		
	Highest contact count: 1457	\$88.00	
	From 02/27/2025 to 03/27/2025		
02/27/2025	Invoice #1740651406	\$88.00	
	Constant Contact - Email Plus		
	501-1500 Contacts		
	Highest contact count: 1456	\$88.00	
	From 01/27/2025 to 02/27/2025		

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

[Print](#)**Billing Activity - Payments*****Encino Neighborhood Council****Attn: Laure Stevens**200 N. Spring St FL 20**Los Angeles CA 90012-4801**US**P.: 818-261-1175****Today's Date: 04/01/2025******User Name:*****Payments from 02/01/2025 to 04/01/2025**

Date	Description	Charge Amount	Credit Amount
03-27-2025 05:11:51 AM	Payment - Credit Card (MasterCard) *****4702		\$88.00
02-27-2025 05:16:48 AM	Payment - Credit Card (MasterCard) *****4702		\$88.00

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

Invoice



Laure Stevens
200 North Spring Street
Los Angeles
CA-90012
US

Contact Number : +18182611175
Bill Date : 03/27/2025
Period : 03/27/2025 - 04/26/2025
Invoice No : C547792-1

Account Summary

Current Activity	
Current Bill Amount(USD)	
Fixed Charges - Web Personal Unlimited Monthly (USD)	9.99
Campaign Registration Fee. (USD)	0.00
Usage Charges(USD)	0.00
Current Bill Total(USD)	9.99
Net Charges	
Other Charges(USD)	
Other Charges Total(USD)	0.00
Total Taxes, Charges & Fees(USD)	3.70
Current Amount(USD)	13.69
Payment(s) Received(USD)	13.69
Total Amount Due(USD)	0.00

Taxes, Charges, & Fees

FCC Regulatory Fee (Federal)	0.01
FUSF (Federal)	1.13
P.U.C. Fee NF (State)	0.02
Utility Users Tax (Local)	0.54
Compliance & Administrative Cost Recovery Fee	2.00
Total Taxes, Charges, & Fees(USD)	3.70

Billing Summary for Company - Laure Stevens

Description of Charge	
Fixed Charges	
Company	9.99
Other Recurring Charges	
Total Charges (USD):	9.99

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: ENCINO		Meeting Date: Wednesday March 26, 2025					
Budget Fiscal Year: 2024 / 2025		Agenda Item: 6.D					
Board Motion and/or Public Benefit Statement (CIP and NPG): Motion To Approve New Voicemail Service - Motion for the Encino Neighborhood Council (ENC) to approve a cost expenditure of up to \$150 to open a new voicemail service account, with an ongoing recurring monthly expenditure of up to \$30 for the service.							
Method of Payment: (Select One) <input type="checkbox"/> Check <input checked="" 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
1 Joshua Sautter	Area 1				1		
2 LeeVante Haywood	Area 2	1					
	VAC.						
3 Robert Wenger	Area 4	1					
4 Diane Rosen	Area 5	1					
5 Laure Stevens	Area 6	1					
6 Andrew Zucker	Area 7	1					
7 Heather Michaels	At-Large	1					
8 Lissa Morrow	At-Large	1					
	VAC.						
9 Daniel Kashani	Business				1		
10 Kelvin Tolbert	Business	1					
11 Geri Hernandez-Abisror	Education	1					
	VAC.						
12 Laurie Kelson	Encino EPOA	1					
13 Athena Novak	Home Owners Of Encino	1					
14 Glenn Bailey	Park/ Environment	1					
15 Matthew May	Planning & Land Use	1					
16 Roy Nwaiser	Public Safety				1		
17 Anni Keusseyan	Religious	1					
18 Max Furberg	Youth					1	
	VAC.						
		14	0	0	3	1	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:				Authorized Signature:			
Print / Type Name: Laure Stevens / Treasurer				Print / Type Name: Glenn Bailey / Second Signer			
Date: Wednesday March 26, 2025				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

Date 3/28/25

Invoice No. TGTG_742758-2384

Order ID fv5qf2crm5gw1

Description	Quantity	Price	Total
La Brea Bagel Co.	5	\$11.99 (USD)	\$59.95 (USD)
Special sales tax, 2.25%			\$1.35 (USD)
County sales tax, 1.25%			\$0.75 (USD)
State sales tax, 6%			\$3.60 (USD)
Total			\$65.65 (USD)

Invoice issued by Too Good To Go in the name and on behalf of La Brea Bagel Co

This invoice has been paid with:
a credit card

\$65.65 (USD)

Store

La Brea Bagel Co.
7308 Beverly Boulevard
90036
Los Angeles

Seller

La Brea Bagel Co

Method of Payment: (Select One) <input type="checkbox"/> Check <input checked="" type="checkbox"/> Credit Card <input type="checkbox"/> Board Member Reimbursement	
VOTE COUNT Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.	Recused

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.

**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.



Receipt for Laure Stevens

Account ID: 765696751184764

Invoice/Payment Date
Mar 30, 2025, 12:12 AM

Payment method
MasterCard · 4702
Reference Number: SCTHMM4WX2

Transaction ID
9424538847663668-9451626564954898

Product Type
Meta ads

Paid

\$6.89 USD

Ads spend since Mar 12, 2025.

Campaigns

Post: "CANDIDATE FILING PERIOD ENDS MARCH 17TH. GET..."		\$6.89
From Mar 12, 2025, 12:00 AM to Mar 13, 2025, 11:59 PM		
Post: "CANDIDATE FILING PERIOD ENDS MARCH 17TH. GET..."	382 Impressions	\$6.89

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification (BAC) Form



NC Name: ENCINO		Meeting Date: Wednesday February 26, 2025
Budget Fiscal Year: 2024 / 2025		Agenda Item: 6.B
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion: The ENC Board approves outreach expenditures of up to \$2000.00 in the ENC Election Category. This includes social media ads, boosting social media posts, printing flyers, posters, signage, refreshments at special meetings, advertising in other media such as local newspapers and purchase of refreshments and supplies for a table at the ENC Encino Day Event.	

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

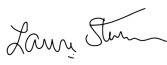

VOTE COUNT

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
1	Joshua Sautter	Area 1	1					
2	LeeVante Haywood	Area 2				1		
	VAC.	Area 3						
3	Robert Wenger	Area 4	1					
4	Diane Rosen	Area 5	1					
5	Laure Stevens	Area 6	1					
6	Andrew Zucker	Area 7	1					
7	Heather Michaels	At-Large	1					
8	Lissa Morrow	At-Large				1		
	VAC.	Apt. / Condo						
9	Daniel Kashini	Business				1		
10	Kelvin Tolbert	Business	1					
11	Geri Hernandez-Abisror	Education	1					
	VAC.	Encino Chamber						
12	Laurie Kelson	Encino EPOA	1					
13	Athena Novak	Home Owners Of Encino	1					
14	Glenn Bailey	Park/ Environment	1					
15	Matthew May	Planning & Land Use	1					
16	Roy Nwaiser	Public Safety	1					
17	Anni Keusseyan	Religious	1					
18	Max Furberg	Youth					1	
	VAC.	Volunteer						
Board Quorum: 11			Total :	14	0	0	3	1
								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 Actcompliant public meeting where a quorum of the Board was present.

Authorized Signature: 	Authorized Signature: 
Print / Type Name: Laure Stevens / Treasurer	Print / Type Name: Glenn Bailey / Second Signer
Date: Wednesday, February 26, 2025	Date: 2-2725

**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.

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: Encino Neighborhood Council

SECTION I - APPLICANT INFORMATION

- 1a) Friends of the Los Angeles River 95-4171497 CA 12/15/1994
Organization Name **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**
- 1b) 570 West Avenue 26 Suite 250 Los Angeles CA 90065
Organization Mailing Address **City** **State** **Zip Code**
- 1c) _____
Business Address (If different) **City** **State** **Zip Code**
- 1d) **PRIMARY CONTACT INFORMATION:**
- Kristen Brown (323) 208-9105 kristen@folar.org
Name **Phone** **Email**
- 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**
- 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.**

Located along the Upper LA River, the Sepulveda Basin Wildlife Reserve is home to lush riparian habitat, over 200 local and migratory bird species, and an abundance of native and invasive flora. FoLAR's second Earth Month Habitat Restoration Day & Celebration will bring 400-500 volunteers to the reserve on Saturday, April 26 for a morning of habitat restoration and educational activities. Across 2 shifts, volunteers will spend 2 hours removing invasive vegetation like black mustard, and will then participate in educational activities like a nature walk, making native seed balls, hopping aboard our River Rover mobile museum, and exploring informational tables from partners. In partnership with CA Native Plant Society and San Fernando Valley Audubon Society, FoLAR volunteers will make an immediate, hands-on impact at the Reserve and learn firsthand how a healthy and thriving Upper LA River benefits River-adjacent communities like Encino, visitors to the River, and our urban wildlife.

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)**

Our mission is to build capacity for communities, students, and future leaders to advocate for nature, climate, and equity on the Los Angeles River. By hosting a free, family-friendly event with multiple points of engagement on the River, we will both develop new environmental stewards and deepen current stewards' commitment to and understanding of the LA River. At this year's Earth Month Habitat Restoration Day & Celebration, we estimate that 400-500 volunteers will remove 15,000+ gallons of invasive plants, clearing approximately 1 acre of precious urban habitat at the Sepulveda Basin Wildlife Reserve. Removing this invasive vegetation at the reserve will reduce local wildfire risk, help decrease soil erosion into nearby waterways, and free up space for native habitat to benefit urban wildlife and park visitors. Through other educational activities like the nature walk or River Rover, Earth Month restoration volunteers will also increase their awareness of the LA River's many species, biodiversity, and ecosystems. This grant will partially cover the costs of audience generation, restroom rental, and event printing and supplies.

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
	Please see attached budget	\$ 0	\$ 22,536
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Please see attached budget	\$ 2,500	\$ 8,180
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No ☒ Yes If Yes, please list names of NCs: Lake Balboa (\$2,500)

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: \$ 2,500

10a) Start date: 04 / 26 / 25 10b) Date Funds Required: 04 / 04 / 25 10c) Expected Completion Date: 04 / 26 / 25
(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*

<u>Candice Dickens-Russell</u>	<u>President & CEO</u>	<u></u>	<u></u>
PRINT Name	Title	Signature	Date

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

<u>Brenda Eddy</u>	<u>Board Secretary</u>	<u></u>	<u></u>
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 for instructions on completing this form



**FRIENDS OF THE
LA RIVER**

Saturday, April 26, 2025

Habitat Restoration Day & Earth Month Celebration



Sepulveda Basin Wildlife Reserve

Habitat Restoration | Guided Nature Walks | + More!



Earth Month Habitat Restoration & Celebration 2025 - Event Budget

COST CATEGORY	Line Item	Budgeted Expense	NC Grant Request (8.1% of total)
Marketing	Communications Staff	\$2,300.00	\$0.00
	Audience Generation	\$200.00	\$200.00
PR	Press Coverage / Public Relations	\$2,500.00	\$0.00
Outside Contract Services	Contract Staff	\$600.00	\$0.00
	EMT	\$400.00	\$0.00
Catering / Event Meals	Snacks/oranges	\$200.00	\$0.00
Equipment Rental	Porta Potties	\$1,000.00	\$500.00
	Hand Washing	\$750.00	\$375.00
Printing for Event	Flyers	\$300.00	\$800.00
	Banners	\$1,000.00	
	Shirts	\$700.00	
	Printing of Educational Materials	\$300.00	
Supplies	Water	\$50.00	\$625.00
	Ice	\$25.00	
	Bags	\$400.00	
	Gloves & glove cleaning	\$250.00	
	Sanitizer	\$25.00	
	Soil	\$25.00	
	Dry powdered clay	\$45.00	
	5 gal buckets with lids	\$75.00	
	Metal mixing bowls	\$20.00	
	Seed ball kit	\$50.00	
	Miscellaneous	\$700.00	
Photography	Still and potential drone	\$700.00	\$0.00
River Rover Expenses	Gas	\$400.00	\$0.00
Truck Rental	Uhaul	\$90.00	\$0.00
Office Supplies and Expense	Tape, zip ties, etc	\$50.00	\$0.00
Printing and Copying	In house printer use, guides/run of show etc	\$25.00	\$0.00
Staff Travel	Staff miles between SBWR & office	\$300.00	\$0.00
Staff Meals and Entertainment	Staff Meals during planning and event	\$500.00	\$0.00
Staff Time	Staff Wages	\$15,500.00	\$0.00
	Payroll Tax	\$1,236.00	\$0.00
TOTAL EXPENSE		\$30,716.00	\$2,500.00

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
2 CUPANIA CIRCLE
MONTEREY PARK, CA 91755-7406

DEPARTMENT OF THE TREASURY

Date: 12-15-94

FRIENDS OF THE LOS ANGELES RIVER
C/O ROBERT L. WARNOCK, JR.
P.O. BOX 292134
LOS ANGELES, CA 90029-8634

Employer Identification Number:
95-4171497
Case Number:
954264007
Contact Person:
JOSEPH FAN
Contact Telephone Number:
(818) 441-6841
Addendum Applies:
No

Dear Applicant:

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in 501(c)(3) is still in effect.

This classification is based on the assumption that your operations will continue as you have stated. If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status.

This supersedes our letter dated July 11, 1994.

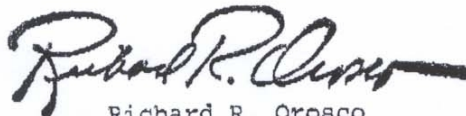
Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.





Because this letter could help resolve any questions about your private foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Richard R. Orosco
District Director

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program Board Action Certification (BAC) Form								 
NC Name: ENCINO				Meeting Date: Wednesday February 26, 2025				
Budget Fiscal Year: 2024 / 2025				Agenda Item: 6.C				
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion: The ENC Board approves the Neighborhood Purposes Grant application from The Friends of The LA River in the amount of \$2500.00 to help fund their Earth Day Event on Saturday, April 26, 2025 which will provide habitat restoration and educational activities to attendees. The event is free and open to the public.						
Method of Payment: (Select One) <input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/> Board Member Reimbursement								
VOTE COUNT Recused								
Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.								
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Joshua Sautter	Area 1	1						
LeeVante Haywood	Area 2				1			
VAC.	Area 3							
Robert Wenger	Area 4	1						
Diane Rosen	Area 5	1						
Laure Stevens	Area 6	1						
Andrew Zucker	Area 7	1						
Heather Michaels	At-Large	1						
Lissa Morrow	At-Large				1			
VAC.	Apt. / Condo							
Daniel Kashini	Business				1			
Kelvin Tolbert	Business	1						
Geri Hernandez-Abisror	Education	1						
VAC.	Encino Chamber							
Laurie Kelson	Encino EPOA	1						
Athena Novak	Home Owners Of Encino	1						
Glenn Bailey	Park/ Environment	1						
Matthew May	Planning & Land Use	1						
Roy Nwaiser	Public Safety	1						
Anni Keusseyan	Religious	1						
Max Furberg	Youth					1		
VAC.	Volunteer							
Board Quorum: 11	Total :	14	0	0	3	1	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 Actcompliant public meeting where a quorum of the Board was present.								
Authorized Signature: 				Authorized Signature: 				
Print / Type Name: Laure Stevens / Treasurer				Print / Type Name: Glenn Bailey / Second Signer				
Date: Wednesday, February 26, 2025				Date: 2/27/25				

**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

February 10, 2025

Encino Neighborhood Council

REMIT PAYMENT TO:

ONEgeneration Senior Enrichment Center
18255 Victory Blvd.
Reseda, CA 91335
818-705-2345

2025 Senior Symposium

Item	Amount
Senior Symposium Participation – Booth, Canopy, Table with 2 chairs, and inclusion of logo on flyers, banners, programs and other outreach materials for the May 17, 2025 Senior Symposium	\$1000.00
Balance Due	\$1000.00

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name:	ENCINO	Meeting Date:	Wednesday February 26, 2025
Budget Fiscal Year:	2024 / 2025	Agenda Item:	6.A
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion: The ENC Board approves the expenditure of \$1000.00 to fund and participate in the annual OneGeneration Senior Symposium on Saturday, May 17, 2025. The event is free and open to the public. Invoice This is an Outreach Category expense.		

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

VOTE COUNT

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

Recused

	Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
1	Joshua Sautter	Area 1	1					
2	LeeVante Haywood	Area 2				1		
	VAC.	Area 3						
3	Robert Wenger	Area 4	1					
4	Diane Rosen	Area 5	1					
5	Laure Stevens	Area 6	1					
6	Andrew Zucker	Area 7	1					
7	Heather Michaels	At-Large				1		
8	Lissa Morrow	At-Large				1		
	VAC.	Apt. / Condo						
9	Daniel Kashini	Business				1		
10	Kelvin Tolbert	Business	1					
11	Geri Hernandez-Abisoror	Education	1					
	VAC.	Encino Chamber						
12	Laurie Kelson	Encino EPOA	1					
13	Athena Novak	Home Owners Of Encino	1					
14	Glenn Bailey	Park/ Environment	1					
15	Matthew May	Planning & Land Use	1					
16	Roy Nwaisser	Public Safety	1					
17	Anni Keusseyan	Religious	1					
18	Max Furberg	Youth					1	
	VAC.	Volunteer						
	Board Quorum: 11	Total :	13	0	0	4	1	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 Actcompliant public meeting where a quorum of the Board was present.

Authorized Signature:

Print / Type Name:

Laure Stevens / Treasurer

Date:

Wednesday, February 26, 2025

Authorized Signature:

Type / Print Name Glenn Bailey / Second Signer

Date:

Tuesday, January 28, 2025

**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.