



|                               |      |       |           |
|-------------------------------|------|-------|-----------|
| SunglassesF/Kids/Asst/ClipStr | 1 @  | .9999 | 0.9999 T  |
| SunglassesF/Kids/Asst/ClipStr | 1 @  | .9999 | 0.9999 T  |
| SunglassesF/Kids/Asst/ClipStr | 1 @  | .9999 | 0.9999 T  |
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| SunglassesF/Kids/Asst/ClipStr | 1 @  | .9999 | 0.9999 T  |
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| SunglassesF/Kids/Asst/ClipStr | 1 @  | .9999 | 0.9999 T  |
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| SunglassesF/Kids/Asst/ClipStr | 1 @  | .9999 | 0.9999 T  |
| Playskool-Crayons/36ct#616832 | 25 @ | .9999 | 24.9975 T |
| ColorBiantBookAvengers/11x16# | 25 @ | .9999 | 24.9975 T |
| LittleKidsPuttyManiaToy/#ASST | 1 @  | .9999 | 0.9999 T  |
| LittleKidsPuttyManiaToy/#ASST | 1 @  | .9999 | 0.9999 T  |
| LittleKidsPuttyManiaToy/#ASST | 1 @  | .9999 | 0.9999 T  |
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| LittleKidsPuttyManiaToy/#ASST | 1 @  | .9999 | 0.9999 T  |
| LittleKidsPuttyManiaToy/#ASST | 1 @  | .9999 | 0.9999 T  |
| PatIncBlanketCoralFlceAsst27x | 1 @  | 1.99  | 1.9900 T  |
| ResinDad&MomGrdnRuckDeerAsst# | 1 @  | .9999 | 0.9999 T  |

|              |                 |
|--------------|-----------------|
| SUBTOTAL     | \$356.95        |
| TAX          | \$31.23         |
| <b>TOTAL</b> | <b>\$388.18</b> |
| MASTERCARD   | \$388.18        |

=====

PURCHASE \*\*\*\*\*4272 MC \$388.18

03-15-17 10:02:35 AM 67 3 167286 0415

REF#: 001110 Approved

=====



ITEMS SOLD 356

03-15-2017 10:02AM

0067 03 0415 Stephanie

Exchange or Store Credit  
 Within 9 days of purchase  
 Up to 9 Items with receipt  
 Seasonal items are final sale  
 Thanks for Shopping!



**Office of the City Clerk Administrative Services Division  
Neighborhood Council Funding Section  
Funding Request Form**

NC NAME: LA-32  
 Budget Fiscal Year: 2016-2017  
 Meeting Date: March 10, 2017  
 Agenda Item: 11

Requestor: Jackie Carrillo  
 Vendor: Various vendors  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_  
 Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Amount: \$ 388.00  
 # of payments: \_\_\_\_\_

- Operations     Outreach     NC Sponsored Event     Neighborhood Purpose Grant  
 Contract / Lease     Board Member Reimbursement     Community Improvement Project  
 Out of State     1099 Expense     One Time Expense     Monthly     Multiple

If a bank card exemption of the daily \$2,500 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description  
 Motion by M. Vargas  
 2nd K. Cruz

*Hula Hoops, Jump rope, Balls (or like)*  
 That LA 32 NC sponsor food not to exceed \$388.00 for the Vecinos Honor your Park Day on March 18, 2017 at El Sereno Arroyo Playground.

**Vote Count** (Continued on page 2 if more than 20 Board Members)

\*Recused-Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.

| Board Member Name     | Board Position                   | Yes                                 | No       | Abstain  | *Recused                            | Absent                              | Ineligible |
|-----------------------|----------------------------------|-------------------------------------|----------|----------|-------------------------------------|-------------------------------------|------------|
| 1. Maribel Munoz      | At Lrg Community Interest Dir.   |                                     |          |          |                                     | <input checked="" type="checkbox"/> |            |
| 2. Jackie Carrillo    | At Large Director                | <input checked="" type="checkbox"/> |          |          |                                     |                                     |            |
| 3. Kathy Leal         | West Region Director             | <input checked="" type="checkbox"/> |          |          |                                     |                                     |            |
| 4. Perla Flores       | West Region Director             |                                     |          |          |                                     | <input checked="" type="checkbox"/> |            |
| 5. Miguel Vargas      | West Region Director             | <input checked="" type="checkbox"/> |          |          |                                     |                                     |            |
| 6. Michelle Corzantes | East Region Director/Treasurer   | <input checked="" type="checkbox"/> |          |          |                                     |                                     |            |
| 7. Karina Cruz        | East Region Director             | <input checked="" type="checkbox"/> |          |          |                                     |                                     |            |
| 8. Jose Luna          | East Region Director             | <input checked="" type="checkbox"/> |          |          |                                     |                                     |            |
| 9. Tom Williams       | North Region Director            |                                     |          |          |                                     | <input checked="" type="checkbox"/> |            |
| 10. Sani Abdul-Jabbar | North Region Director            | <input checked="" type="checkbox"/> |          |          |                                     |                                     |            |
| 11. Marcia Guzman     | North Region Director            |                                     |          |          |                                     | <input checked="" type="checkbox"/> |            |
| 12. Cynthia Sandoval  | South Region Director/ Secretary |                                     |          |          |                                     | <input checked="" type="checkbox"/> |            |
| VACANT                | South Region Director            |                                     |          |          |                                     | <input checked="" type="checkbox"/> |            |
| 14. Hugo Pacheco      | South Region Director            |                                     |          |          | <input checked="" type="checkbox"/> |                                     |            |
| 15. Anthony Manzano   | At Lrg. Director/ President      |                                     |          |          |                                     |                                     |            |
| NC Quorum: <u>8</u>   | Grand Total (including page 2):  | <u>7</u>                            | <u>0</u> | <u>1</u> | <u>0</u>                            | <u>6</u>                            | <u>0</u>   |

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

Treasurer's Signature: Michelle Corzantes      Signer's Signature: Miguel Vargas  
 Print/Type name: Michelle Corzantes      Print/Type name: Miguel Vargas  
 Date (mm/dd/yy): March 10, 2017      Date (mm/dd/yy): 3/10/17

**Department Use Only**

Contract     CIP     Advanced Payment     Approved    1st Level \_\_\_\_\_    2nd Level \_\_\_\_\_    Authorization Code \_\_\_\_\_  
 >\$2,500     NPG     Sponsored Event     Denied



**Office of the City Clerk Administrative Services Division  
Neighborhood Council Funding Section  
Funding Request Form**

NC NAME: LA-32  
 Budget Fiscal Year: 2016-2017  
 Meeting Date: March 10, 2017  
 Agenda Item: 11

Requestor: Jackie Carrillo  
 Vendor: Various vendors  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_  
 Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Amount: \$ \$ 388.00  
 # of payments: \_\_\_\_\_

- Operations  Outreach  **Sponsored Event**  Neighborhood Purpose Grant  
 Contract / Lease  Board Member Reimbursement  Community Improvement Project  
 Out of State  1099 Expense  One Time Expense  Monthly  Multiple

If a bank card exemption of the daily \$2,500 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description  
 Motion by M. Vargas  
and K. Cruz

That LA 32 NC sponsor Food not to exceed \$ 388.00 for the Vecinas Honor Your Park Day on March 18, 2017 at El Sereno Arroyo Playground.  
*Hula Hoops Jump rope (or 11c)*

**Vote Count** (Continued on page 2 if more than 20 Board Members)

\* Recused Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.

| Board Member Name     | Board Position                   | Yes                                 | No       | Abstain                             | *Recused | Absent                              | Ineligible |
|-----------------------|----------------------------------|-------------------------------------|----------|-------------------------------------|----------|-------------------------------------|------------|
| 1 Maribel Munoz       | At Lrg Community Interest Dir    |                                     |          |                                     |          | <input checked="" type="checkbox"/> |            |
| 2 Jackie Carrillo     | At Large Director                | <input checked="" type="checkbox"/> |          |                                     |          |                                     |            |
| 3 Kathy Lei           | West Region Director             | <input checked="" type="checkbox"/> |          |                                     |          |                                     |            |
| 4 Perla Flores        | West Region Director             |                                     |          |                                     |          | <input checked="" type="checkbox"/> |            |
| 5 Miguel Vargas       | West Region Director             | <input checked="" type="checkbox"/> |          |                                     |          |                                     |            |
| 6 Michelle Corzantes  | East Region Director/Treasurer   | <input checked="" type="checkbox"/> |          |                                     |          |                                     |            |
| 7 Karina Cruz         | East Region Director             | <input checked="" type="checkbox"/> |          |                                     |          |                                     |            |
| 8 Jose Luna           | East Region Director             | <input checked="" type="checkbox"/> |          |                                     |          |                                     |            |
| 9 Tom Williams        | North Region Director            |                                     |          |                                     |          | <input checked="" type="checkbox"/> |            |
| 10 Sam Abdul-Jabbar   | North Region Director            | <input checked="" type="checkbox"/> |          |                                     |          |                                     |            |
| 11 Marcia Guzman      | North Region Director            |                                     |          |                                     |          | <input checked="" type="checkbox"/> |            |
| 12 Cynthia Sandoval   | South Region Director/ Secretary |                                     |          |                                     |          | <input checked="" type="checkbox"/> |            |
| VACANT                | South Region Director            |                                     |          |                                     |          | <input checked="" type="checkbox"/> |            |
| 14 Hugo Pacheco       | South Region Director            |                                     |          |                                     |          |                                     |            |
| 15 Anthony Manzano    | At Lrg Director/ President       |                                     |          | <input checked="" type="checkbox"/> |          |                                     |            |
| NC Quorum: <u>6</u> ✓ | Grand Total (including page 2):  | <u>7</u>                            | <u>0</u> | <u>1</u>                            | <u>0</u> | <u>6</u>                            | <u>0</u>   |

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Forms required.

|   |   |
|---|---|
| Treasurer's Signature: <u>Michelle Corzantes</u>  | Signer's Signature: <u>Miguel Vargas</u>  |
| Print/Type name: <u>Michelle Corzantes</u>  | Print/type name: <u>Miguel Vargas</u>   |
| Date (mm/dd/yy): <u>March 10, 2017</u>  | Date (mm/dd/yy): <u>3/10/17</u>   |
| Department Use Only<br><input type="checkbox"/> Contract <input type="checkbox"/> KIP <input type="checkbox"/> Advanced Payment <input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> \$2,500 <input type="checkbox"/> NPG <input checked="" type="checkbox"/> Sponsored Event <input type="checkbox"/> Denial | 1st Level: <u>MRC 3/11/17</u><br>2nd Level: <u>Bank demand</u><br>Authorization Code: <u>LA32NC-16449</u><br><small>3.14.17</small> |

Revised 11/01/16

**MAILED RECEIVED**

**CASE # 16449**

**MAR 13 2017**

# EMPOWER LA

Department of  
NEIGHBORHOOD EMPOWERMENT  
200 N. Spring Street, 20<sup>th</sup> FL, Los Angeles, CA 90012 • (213) 978-1551 or Toll-Free 3-1-1  
E-mail: [EmpowerLA.Funding@LACity.org](mailto:EmpowerLA.Funding@LACity.org) [www.EmpowerLA.org](http://www.EmpowerLA.org)



## NEIGHBORHOOD COUNCIL EVENT APPROVAL FORM

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event, and the Department of Neighborhood Empowerment must approve a Neighborhood Council sponsored event before any funding payments can be executed. **Please complete and sign this form and submit to the Department at least 30 days before the day of the event.** The Department will typically take 3-5 days to review and approve the event. Once approved, the Neighborhood Council can begin spending.

Neighborhood Council: LA-32 NC

The Neighborhood Council is the  Main Sponsor or  Co-Sponsor for the event.

Main sponsor: VECINOS - El Sereno Arroyo Playground

Contact Person: Val Marquez

Phone: 213.309.6381 Email: concerned\_nbors@pacbell.net

Co-Sponsor (if applicable): LA-32 Sports + Recreation

Contact Person: Jackie Carrillo

Phone: 323-270-1053 <sup>cell#</sup> Email: jcarrillo@la32nc.org  
323-401-7355 -Hm

### Event Information

Type of Event (festival, movie night, etc.): celebrate your park + make it clean

Date: 3/18/17 Time Frame: 10am-12pm Est. number of attendees: 200 Event Amount: \$388-

Venue Name: Honor your Park Day

Venue Address: El Sereno Arroyo Playground 5520 Concord Ave, El Sereno, CA 90032

Contact Person: Diane Silva, (The Trust for Public Land)

Phone: 323.223.0441 ext. 23 Email: diane.silva@tpl.org

**Please note:** If the location for the event is at City facility, e.g. park, the location approval may be easier and at little or no cost. If the location for event is not a City facility, a separate contract may be needed and can take 30 days to complete.

Documents scanned and emailed to [EmpowerLA.Funding@lacity.org](mailto:EmpowerLA.Funding@lacity.org) for Department approval **PRIOR** to event:

- Neighborhood Council Event Approval Form - Completed and signed by Treasurer or Second Signatory
- Funding Request Form - Completed and signed by Treasurer and Second Signatory
- Itemized Detailed Event Budget - Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available. Once approved, the Department will transfer the amount of the event budget into the Neighborhood Council account automatically, i.e. no additional Cash Request Form will be required.
- If a bank card exemption of the daily \$2,500 limit is required for this event, please provide the date(s) and amount needed for the daily limit to be lifted:** \_\_\_\_\_

**Please note:** Missing or incomplete required documents will delay Department approval.

The City of Los Angeles provides Neighborhood Councils with event liability coverage in the amount of \$5 million. Depending on the type of event, there may be additional permits and liability issues that must be addressed prior to the event, or the Neighborhood Council will be liable for any penalties or injuries incurred at the event. There may be fees attached to obtaining permits and additional liability so please budget accordingly. It may be easier to partner with the City family or a community based organization or even hire a producer (will require a contract prepared by the Department) so that they can obtain/handle the necessary permits and liability issues instead. Please contact the Department Funding Team if you are unsure what your Neighborhood Council event may need. The following must be obtained **PRIOR TO THE EVENT** if they are applicable to your event:

**If FOOD is being purchased/provided/distributed/served at your event, you may be required to obtain the following documents:**

- LA County Public Health Department Permit – if the food is free, no permit is required. If there are tickets being sold for vendor food booths (e.g. "Taste of" type of event, which needs to have a sponsor besides the Neighborhood Council to accept the funds), a paid permit is required, but the fee will be waived if held at a City park.
- LA Fire Department – contact for a permit for use of barbeques or to determine whether a first aid station is necessary

**You may need ADDITIONAL INSURANCE for your event from Vendors if they are providing the following services:**

- Jumper/Bouncer (Inflatables) – the City of Los Angeles will need to be listed as an additional insured by the company
- Games (e.g. dunk tank, other carnival style games) – City Risk Management will need to review
- Food (purchased, provided, distributed and/or served) – City Risk Management may need to review

**If RENTING a vehicle or truck to transport event materials:**

- Renting of vehicle/truck must be by a board member
- Additional Insurance offered by the rental company must be purchased in full

**ADDITIONAL PERMITS may be required if the event has:**

- Over 500 attendees, which may require LAPD presence - LAPD Special Events
- Street closures for block parties - Bureau of Street Services or LADOT for larger street closures, such as a parade
- Tents/canopies larger than 450 square feet or stages/platforms more than 30 inches above grade - Building and Safety

**CONTACT INFORMATION for possible permits:**

- Street Maintenance - (213) 847-2999
- Building and Safety - (213) 482-0387
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 466-0410
- LAFD - (213) 978-3650
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents/>
- LA County Public Health Dept. - <http://publichealth.lacounty.gov>

**Original documents to submit with your Monthly Expenditure Report for the event:**

- Neighborhood Council Event Approval Form – Completed and signed by Treasurer or Second Signatory
- Funding Request Form – Completed and signed by Treasurer and Second Signatory
- Board Vote Count Form – Completed and signed by Treasurer and Second Signatory
- Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors. If final budget changed from original, please submit adjusted budget with new Board Vote Count Form.
- Original Invoices and Receipts
- Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- Copies of Additional Permits (if applicable)
- Copies of Additional Insurance (if applicable)
- W-9 (for 1099 Individual Services if applicable)

I have read and understand the requirements set forth in this document and agree to comply with the required paperwork necessary for Neighborhood Council events.

Signature: Jackie Carrillo Date: 3/  
Print Name: Jackie Carrillo Title: At large Director  
Email: jcarrillo@la32nc.org Phone: 323-270-1053

Department Use Only. Approval Code: \_\_\_\_\_ Staff: \_\_\_\_\_  
Cash Request Process Date: \_\_\_\_\_ Bank Card Exemption Process Date: \_\_\_\_\_



# LA-32 Neighborhood Council

## Event Line item

Name of Event: Honor Your Park Day  
Date of Event: Friday March 18, 2017  
Time of Event: 10:00 am to 12:00 pm

### Line item

vendor: (or like) Dollar Tree, 99 cent Store, 98 cent store, WOW store,  
Smart and Final, food for less, big saver

|   |          |
|---|----------|
| hula hops, jump ropes, balls or like<br>for children at the event | \$388.00 |
|---|----------|

|    |           |
|----|-----------|
| al | \$ 388.00 |
|----|-----------|

El Sereno Arroyo Playground Vecinos and  
Councilmember José Huizar, 14 District, invite you to...

# HONOR YOUR PARK DAY

## Come celebrate your park and make it clean and beautiful!

- Show your appreciation for your park!
- Come share your ideas for expanding the park
- Meet and have fun with your neighbors!
- Fun activities for kids
- **FREE** food/refreshments
- **FREE** shade tree giveaway\*



**Diane Silva**

The Trust for Public Land  
323.223.0441 ext. 23  
diane.silva@tpl.org

**Susana Lopez**

Office of Councilmember Jose Huizar  
323.226.1646  
susana.lopez@lacity.org

**Val Marquez**

Concerned Neighbors of El Sereno  
213.309.6381  
concerned\_nbors@pacbell.net

## Saturday, March 18, 2017

### 10:00am - 12:00pm

Join Us At The  
**EL SERENO ARROYO PLAYGROUND**  
5520 Concord Ave., El Sereno

\* Trees will be available if you live or own property within the City of Los Angeles. Trees must be planted on private property. Verification will be required (Driver License, ID or DWP bill). Trees are distributed on a first come, first served basis and must be planted in the ground.

PRESENTED BY:



IN PARTNERSHIP WITH:



City of Los Angeles,  
Department of  
Recreation & Parks



MAJOR STEWARDSHIP SUPPORT PROVIDED BY:

**GRIFOLS**

ADDITIONAL SPONSORSHIP PROVIDED BY:

el sereno  
graphics

**NORCHEM**

Bristol  
Farms



# Charlie's Printing Service

"For all your printing needs"

4651 Huntington Dr. South  
 Los Angeles, CA 90032  
 Tel (323) 225-6335 Fax (323) 225-6395

DATE: Feb. 2, 2017  
 INVOICE # B-020  
 JOB # 170020

**LA 32 Neighborhood Council**  
 Michelle Corzantes

| QUANTITY  | DESCRIPTION   | OTHER | AMOUNT   |
|-----------|---|-------|----------|
| 1         | 3x6' LA -32 Banner<br><i>Sports/Rec. Comm</i><br><br>Thank You for your order |       | \$ 75.00 |
| SUBTOTAL  |   |       | \$ 75.00 |
| TAX RATE  |   |       | 9.00%    |
| SALES TAX |   |       | \$ 6.75  |
| TOTAL     |   |       | \$ 81.75 |

**PAID**  
 CK. NO. 5046  
 DATE MARCH 10, 2017  
**FILE COPY**

*Full Color Printing Available*

Make all checks payable To Charlie's Printing Service.  
 Total due in 30 days.  
 Overdue accounts subject to a service charge of 2% per month.  
 Minimum charge of \$5.00 will applied.

THANK YOU FOR YOUR BUSINESS!!

Check Details

| Account  | Check number | Reference    | Posted Date | Amount |
|----------|--------------|--------------|-------------|--------|
| 71766216 | 5046         | 000006789766 | 03/10/2017  | 81.75  |

DOCUMENT CONTAINS COLORED BACKGROUND ON WHITE PAPER, "VOID" FEATURE, SIMULATED WATERMARK (REVERSE SIDE), MICRO-PRINT BORDER.  
PLEASE POST THIS PAYMENT FOR OUR MUTUAL CUSTOMER


**Account: 071766216** **\$81.75**

Please Direct Any Questions To 49/1220  
 Online Bill Payment Processing Center 0000005046  
 (800) 243-2508  
**March 10, 2017**

LA-32 NEIGHBORHOOD COUNCIL  
 200 N SPRING ST FL 20  
 LOS ANGELES, CA 90012  
 MEMO: Inv B-020/sport&rec committee  
 MFG UNION BANK, N.A.

Pay EIGHTY ONE AND 75/100 ..... **DOLLARS**

**\$ \*\*\*\*\*81.75**

TO CHARLIE'S PRINTING SERVICE  
 THE 4651 HUNTINGTON DR S  
 ORDER LOS ANGELES, CA 90032-1912  
 OF 

Void After 180 DAYS.  
 Signature On File  
 This check has been authorized  
 by your depositor.

WARNING: THIS CHECK CONTAINS MICRO-PRINT WHICH IS NOT REPRODUCIBLE BY COPIES

⑆ 22000496⑆ 0071766216⑈ 995046

09853767

FOR DEPOSIT ONLY  
 Charlie's Printing Service  
 Acct. #3572398730

DO NOT WRITE STAMP OR SIGN BELOW THIS LINE  
 RECEIVED FOR FINANCIAL INSTITUTION USE

ED



Help

Accounts Bill Pay Transfers Statements Services

Add Payee Make Payments Recurring & Auto Payments Scheduled Payments (3) History

✓ Done! Payment has been scheduled.

⚠ Funds will be debited for payment on the Arrive By date or on the date presented by the payee, depending on how the payment is sent.

| Pay To                            | Pay From                            | Frequency | Duration | Arrive By  | Amount  | Confirmation # |
|-----------------------------------|-------------------------------------|-----------|----------|------------|---------|----------------|
| Charlie's Printing Service - 6216 | Business Basics Checking - 6216     | One-Time  |          | 03/10/2017 | \$81.75 | LG4JT-112SB3   |
|                                   | Memo: inv B-020/sport&rec committee |           |          |            |         |                |
| Total Payments                    |                                     |           |          |            | \$81.75 |                |

Make More Payments

FILE COPY



Alhambra #428  
2207 W. Commonwealth  
Alhambra, CA 91803  
(626) 289-7164

Board reimburse  
Jackie Carrillo  
for  
Sports & Rec. Comm Event  
Family Rec. Day  
Feb. 25, 2017

|                           |       |
|---------------------------|-------|
| X7 Member 111765068787    |       |
| E 1123907 DM FRT SNKS     | 9.99  |
| E 1123907 DM FRT SNKS     | 9.99  |
| E 698223 NUTRI-GRAIN      | 12.49 |
| E 0000160788 CPN/ 698223  | 3.70- |
| E 910362 FRITOLAY 54C     | 12.99 |
| E 717581 QUAKER CHEWY     | 8.99  |
| E 910362 FRITOLAY 54C     | 12.99 |
| E 339718 NABISCO BX       | 10.99 |
| E 906165 KSWTR 80/8**     | 6.99  |
| E 6300000000 CA REDEMP VA | 4.00  |
| E 906165 KSWTR 80/8**     | 6.99  |
| E 6300000000 CA REDEMP VA | 4.00  |
| E 906165 KSWTR 80/8**     | 6.99  |
| E 6300000000 CA REDEMP VA | 4.00  |
| E 782796 KSWTR40PK***     | 2.99  |
| E 6900000000 CA REDEMP VA | 2.00  |
| E 782796 KSWTR40PK***     | 2.99  |
| E 6900000000 CA REDEMP VA | 2.00  |

**PAID**  
CK. NO. 5047  
DATE MARCH 14, 2017

|            |               |
|------------|---------------|
| SUBTOTAL   | 117.68        |
| TAX        | 0.00          |
| **** TOTAL | <b>117.68</b> |
| CASH       | 120.00        |
| CHANGE     | 2.32          |

TOTAL NUMBER OF ITEMS SOLD - 12  
COUPONS TENDERED \$ 3.70  
~~02/22/2017~~ 19:43 428 16 501 3

**FILE COPY**

Executive members earn a 2% reward annually up to \$750.00, or approximately \$2.24 on this purchase. They also get added benefits & larger discounts on Costco Services. See Membership for exclusions and details.

OP#: 3 Name: JOSEPH G.  
Thank You!  
Please Come Again  
Whse:428 Trm:16 Trn:501 OP:3

Check Details

| Account  | Check number | Reference    | Posted Date | Amount |
|----------|--------------|--------------|-------------|--------|
| 71766216 | 5047         | 000008368972 | 03/14/2017  | 117.68 |

DOCUMENT CONTAINS COLORED BACKGROUND ON REVERSE SIDE, SECURITY FEATURES, EMULATED WATERMARK (REVERSE SIDE), MICRO-PRINT BORDER.

**Account: 0071766216** **PLEASE POST THIS PAYMENT FOR OUR MUTUAL CUSTOMER** **\$117.68**

78263  
 LA-32 NEIGHBORHOOD COUNCIL  
 200 N SPRING ST FL 20  
 LOS ANGELES, CA 90012  
 MEMO: board reimburse for 2/25 event

Please Direct Any Questions To 49/1220  
 Online Bill Payment Processing Center (800) 243-2508 **0000005047**  
**March 10, 2017**  
 MUFG UNION BANK, N.A.

Pay **ONE HUNDRED SEVENTEEN AND 68/100** DOLLARS

**\$ \*\*\*\*\*117.68**

TO JACKIE CARRILLO  
 THE 3309 KENNETH DR  
 ORDER LOS ANGELES, CA 90032-2026  
 OF

Void After 180 DAYS  
 Signature On File  
 This check has been authorized by your depositor.

⑆ 22000496⑆ 0071766216⑆ 995047

09853767

Security features on this document include a Micro-Print Border, Artificial Watermark. Absence of these features may indicate alteration. [www.frb.org/secure/secure.htm](http://www.frb.org/secure/secure.htm)

\* FEDERAL RESERVE BOARD OF GOVERNORS REG. CC

<322078464> 03/14/2017 CCU For Deposit Only  
 3952 2206

DO NOT WRITE STAMP OR SIGN BELOW THIS LINE  
 RESERVED FOR FINANCIAL INSTITUTION USE

*Jackie Carrillo*



Help

Accounts Bill Pay Transfers Statements Services

Add Payee Make Payments Recurring & Auto Payments Scheduled Payments (4) History

✔ Done! Payment has been scheduled.

⚠ Funds will be debited for payment on the Arrive By date or on the date presented by the payee, depending on how the payment is sent.

| Pay To                               | Pay From                        | Frequency | Duration | Arrive By  | Amount   | Confirmation # |
|--------------------------------------|---------------------------------|-----------|----------|------------|----------|----------------|
| Jackie Carrillo - 6216               | Business Basics Checking - 6216 | One-Time  |          | 03/10/2017 | \$117.68 | LG4JZ-HV60G    |
| Memo: board reimburse for 2/25 event |                                 |           |          |            |          |                |
| Total Payments                       |                                 |           |          |            | \$117.68 |                |

Make More Payments

FILE COPY



**Office of the City Clerk Administrative Services Division**  
**Neighborhood Council Funding Section**  
**Funding Request Form**

NC NAME: LA-32

Requestor: Jackie Carrillo

Budget Fiscal Year: 2016-2017

Vendor: Various Vendors

Meeting Date: JAN 4, 2017

Address:

Agenda Item: 12-A

City: State:

- Operations     Detachable     Temporary Event     Specialized Department/Team  
 Contract/Lessee     Board Member Reimbursement     Community Improvement Project  
 Out of State     1099 Expense     One Time Expense     Monthly     Multiple

Zip Code: Phone:

Amount: \$ 500.00

# of payments:

If a bank card exemption of the daily \$2,500 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

**Public Benefit Description** That LA32 NC sponsor a "Family Recreation Day" at Ascot Hills Park on Feb 25, 2017, between 10am - 2pm. Purchase of snacks, water, lunch, flyers, not to exceed \$500.00 for the "Family Recreation Day" event.

**Vote Count** (Continued on page 2 if more than 20 Board Members)

\*Focused Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.

| Board Member Name     | Board Position                         | Yes | No | Abstain | *Recused | Absent | Ineligible |
|-----------------------|--|-----|----|---------|----------|--------|------------|
| 1. Maribel Munoz      | At Large Community Interest Dir.       | X   |    |         |          |        |            |
| 2. Jackie Carrillo    | At Large Director                      | X   |    |         |          |        |            |
| 3. Kathy Leal         | West Region Director                   |     |    |         |          | X      |            |
| 4. Perla Flores       | West Region Director                   | X   |    |         |          |        |            |
| 5. Miguel Vargas      | West Region Director                   | X   |    |         |          |        |            |
| 6. Michelle Corzantes | East Region Director/Treasurer         | X   |    |         |          |        |            |
| 7. Karina Cruz        | East Region Director                   | X   |    |         |          |        |            |
| 8. Jose Luna          | East Region Director                   | X   |    |         |          |        |            |
| 9. Tom Williams       | North Region Director                  | X   |    |         |          |        |            |
| 10. Sam Abdul-Jabbar  | North Region Director                  | X   |    |         |          |        |            |
| 11. Marcia Guzman     | North Region Director                  | X   |    |         |          |        |            |
| 12. Cynthia Sandoval  | South Region Director/Secretary        | X   |    |         |          |        |            |
| 13. Roland Lopez      | South Region Director                  |     |    |         |          | X      |            |
| 14. Hugo Pacheco      | South Region Director                  |     |    |         |          | X      |            |
| 15. Anthony Manzano   | At Large Director/President            |     |    | X       |          |        |            |
|                       |  |     |    |         |          |        |            |
|                       |  |     |    |         |          |        |            |
|                       |  |     |    |         |          |        |            |
|                       |  |     |    |         |          |        |            |
|                       |  |     |    |         |          |        |            |
|                       |  |     |    |         |          |        |            |
|                       |  |     |    |         |          |        |            |
|                       |  |     |    |         |          |        |            |
| NC Quorum: 8          | <b>Grand Total (including page 2):</b> | 11  | 0  | 1       |          |        |            |

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

|   |  |
|---|--|
| Treasurer's Signature: Michelle Corzantes   | Signer's Signature: Miguel Vargas  |
| Print/Type name: Michelle Corzantes   | Print/Type name: Miguel Vargas   |
| Date (mm/dd/yy): Jan 4, 2017  | Date (mm/dd/yy): 1/4/17  |
| <b>Department Use Only</b><br><input type="checkbox"/> Contract <input type="checkbox"/> Kit <input type="checkbox"/> Advanced Payment <input type="checkbox"/> Approved<br><input type="checkbox"/> L-52500 <input type="checkbox"/> NPG <input type="checkbox"/> Sponsored Event <input type="checkbox"/> Request | 1st Level: [Signature]<br>2nd Level: Angela Pipkin<br>Date: 2/6/17<br>Authentication Code: LA32NC15891 |



**NEIGHBORHOOD COUNCIL EVENT APPROVAL FORM**

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event, and the Department of Neighborhood Empowerment must approve a Neighborhood Council sponsored event before any funding payments can be executed. Please complete and sign this form and submit to the Department at least 30 days before the day of the event. The Department will typically take 3-5 days to review and approve the event. Once approved, the Neighborhood Council can begin spending.

Neighborhood Council: LA-32 NC

The Neighborhood Council is the  Main Sponsor or  Co-Sponsor for the event.

Main sponsor: LA-32 NC Sports + Recreation

Contact Person: Jackie Carrillo

Phone: 323-401-7355 Email: jcarrillo@la32nc.org

Co-Sponsor (if applicable): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Event Information**

Type of Event (festival, movie night, etc.): outdoor activities

Date: 2/25/17 Time Frame: 10am-2pm Est. number of attendees: 200+ Event Amount: \$ 500.-

Venue Name: Family Recreation Day at Ascot Hills

Venue Address: 4371 Mulholland St. LA. CA. 90032

Contact Person: Jackie Carrillo

Phone: 323-401-7355 Email: jcarrillo@la32nc.org

**Please note:** If the location for the event is at City facility, e.g. park, the location approval may be easier and at little or no cost. If the location for event is not a City facility, a separate contract may be needed and can take 30 days to complete.

**Documents scanned and emailed to [EmpowerLA.Funding@lacity.org](mailto:EmpowerLA.Funding@lacity.org) for Department approval PRIOR to event:**

- Neighborhood Council Event Approval Form – Completed and signed by Treasurer or Second Signatory
- Funding Request Form – Completed and signed by Treasurer and Second Signatory
- Itemized Detailed Event Budget – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available. Once approved, the Department will transfer the amount of the event budget into the Neighborhood Council account automatically, i.e. no additional Cash Request Form will be required.
- if a bank card exemption of the daily \$2,500 limit is required for this event, please provide the date(s) and amount needed for the daily limit to be lifted: \_\_\_\_\_

**Please note:** Missing or incomplete required documents will delay Department approval.





1011 S Andreasen Drive, #100  
Escondido, CA 92029, USA

### ORDER FORM

Date: 3/15/2017 Taken by: BELINDA  
Sales Person: BELINDA

Existing Customer # NEW

**BILL TO:**  
LA-32 NEIGHBORHOOD COUNCIL  
ATTN: MICHELLE CORZANTES, TREASURER  
5250 OAKLAND ST.  
  
LOS ANGELES CA 90032  
USA  
323-350-7685

Ship to: SAME AS BILL TO  
  
Ship to note:

Customer P.O. BR31517 FREIGHT PPD/ADD Shipment FROM: MIRA LOMA Ship Date: ASAP TERMS CC REP GROUP HOUS

| Item No. | Item Description               | Quantity | Unit Cost | Total Price |
|----------|--------------------------------|----------|-----------|-------------|
| 80640FD  | SKYDELTA 42 KITE 2015-16 ASSOR | 1,044    | 1.40      | 1,461.60    |
|          |                                |          |           | -           |
|          |                                |          |           | -           |
|          |                                |          |           | -           |
|          |                                |          |           | -           |
|          |                                |          |           | -           |
|          |                                |          |           | -           |
|          |                                |          |           | -           |
|          |                                |          |           | -           |
|          |                                |          |           | -           |
|          |                                |          |           | -           |

|                          |          |
|--------------------------|----------|
| Invoice Subtotal         | 1,461.60 |
| Volume Discount          | -        |
| Volume Discount Subtotal | -        |
| Additional Discount      | -        |
| After Discounts Subtotal | -        |
| Additional Cost          | -        |

INVOICE TOTAL @ USD \$ 1,461.60

SPECIAL INSTRUCTIONS:

BrainStormProducts, LLC. / 1011 South Andreasen Drive / Suite 100 / Escondido / California / 92029  
760.871.1135 / Fax: 760.871.1134 / www.xkites.com

Arts & Cultural Comm  
7th Annual Kite Fest  
1k kites to children  
Auth Code LA32 16163

# PAID

CK. NO. DW LA32 CC  
DATE March 17, 2017

## FILE COPY



101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

877-446-7746  
800-355-5043

MICHELLE CORZANTES  
200 N SPRING STREET FLR 20  
LOS ANGELES CA 90012

Shipping Address

Michelle Corzantes  
LA32NC  
5250 Oakalnd Street  
Los Angeles, CA 90032  
USA  
Tel: 323-350-7685

|                |                |               |             |
|----------------|----------------|---------------|-------------|
| Invoice Number | 5304913        | Account No.   | 3264730     |
| Invoice Date   | March 28, 2017 | Account Rep.  | Jodi Ahlers |
| Reference No   |                | Our Order No. | 13524391    |

| Item  | Crayon 8-Pack |                           | Colours (Box,Trim): Multicolor, Multicolor |            |                 |
|-------|---------------|---------------------------|--|------------|-----------------|
| Qty   | Item #        | Description               | Unit \$                                    | Price \$   | Total \$        |
| 1,000 | 119625        | Crayon 8-Pack             | 0.5500                                     | 550.00     | 550.00          |
| 1,000 | Add'l Color   | Add'l Color Run Charge    | 0.3000                                     | 300.00     | 300.00          |
| 2     | Set-Up Charge | Set-Up Charge             | 65.0000                                    | 130.00     | 130.00          |
| 1,000 | Delivery      | Handling Charge per Piece | 0.0000                                     | 0.00       | 0.00            |
|       |               | Freight                   |  | 97.27      | 97.27           |
|       |               |                           |  | <b>Tax</b> | 85.75           |
|       |               |                           |  |            | <b>1,163.02</b> |

| Item  | Keep Our Environment Clean Coloring Book |  | Colours (Bottom of Cover,Trim): White, Multicolor |            |               |
|-------|--|--|---|------------|---------------|
| Qty   | Item #                                   | Description                              | Unit \$   | Price \$   | Total \$      |
| 1,000 | 1034-KEC                                 | Keep Our Environment Clean Coloring Book | 0.4500  | 450.00     | 450.00        |
| 1     | Set-Up Charge                            | Set-Up Charge                            | 30.0000   | 30.00      | 30.00         |
|       |  | Freight                                  |   | 74.64      | 74.64         |
|       |  |  |   | <b>Tax</b> | 42.00         |
|       |  |  |   |            | <b>596.64</b> |

|                    |          |
|--------------------|----------|
| <b>Total Net</b>   | 1,631.91 |
| <b>Total Tax</b>   | 127.75   |
| <b>Grand Total</b> | 1,759.66 |
| <b>Received</b>    | 1,759.66 |
| <b>Total Due</b>   | 0.00     |

Payment via MasterCard

Arts & Cultural Comm  
7th Annual Kite Fest  
give-a-ways to children  
Auth Code LA32NC 16163

**PAID**

CK. NO. pd w/ cc  
DATE March 29, 2017

**FILE COPY**



101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

877-446-7746  
800-355-5043

|                |                |               |             |
|----------------|----------------|---------------|-------------|
| Invoice Number | 5304913        | Account No.   | 3264730     |
| Invoice Date   | March 28, 2017 | Account Rep.  | Jodi Ahlers |
| Your Order No. |                | Our Order No. | 13524391    |

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

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

- To insure proper credit to your account, please quote "5304913/3264730" on your check or remittance.
- If you are not satisfied with your order, please call 1-800-300-0764. All claims must be made within 5 days of receipt.
- Any questions regarding your invoice? Please call 1-800-982-8979. Our terms are Net 30.
- Please make checks payable to 4imprint, Inc.

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

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

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

**Payment Detail Receipt**

4Imprint - US: 820424467884360769 (2017-03-28)

Vantiv Payment ID : 820424467884360769

Merchant Order Number : 13524391

Billing Descriptor : 4IMPRINT

Customer Id : 3264730

Transaction Type : Deposit

Purchase Currency : USD

Purchase Amount : \$1759.66

Purchase Date : 2017-03-28

Account Number Last Four : 4272

# KEEP OUR ENVIRONMENT CLEAN COLORING BOOK

Imprint Area: 1 3/4"H x 7"W

# 4imprint

877.446.7746

Order# 13524391-1 To: \_\_\_\_\_

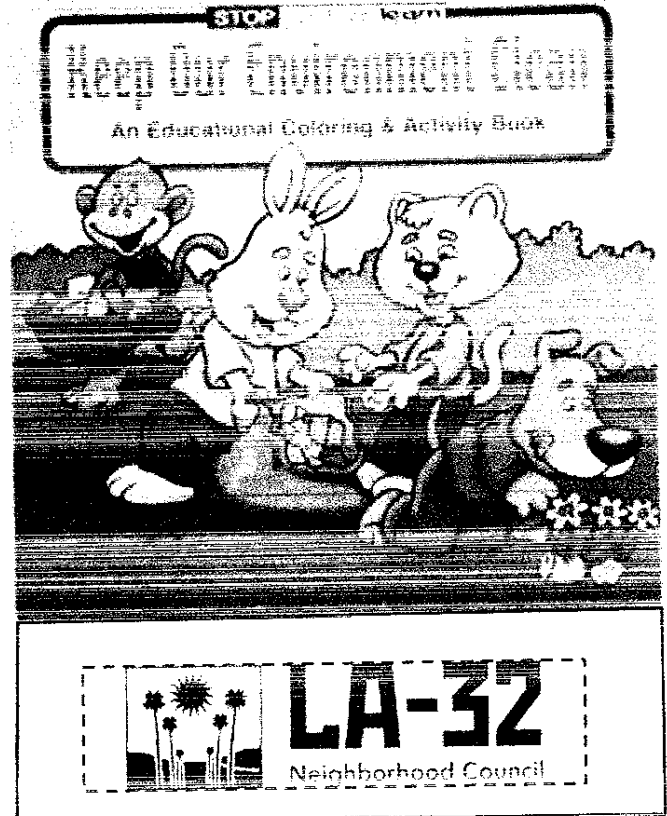
Date: 03-13-17 From: Jodi Ahlers x8453

## Art Proof

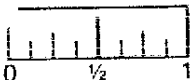
DOTTED LINE WILL NOT APPEAR ON YOUR IMPRINTED ITEM

THIS ART PROOF SHOWS THE APPROXIMATE SIZE, COLOR AND PLACEMENT OF YOUR IMPRINT RELATIVE TO THE SIZE OF THE ITEM.

40% ACTUAL SIZE



ACTUAL SIZE



imprint color(s): GREEN

Item #1034-KEC

**CRAYON 8-PACK**

Imprint Area: 1.75"H x 2"W



877.446.7746

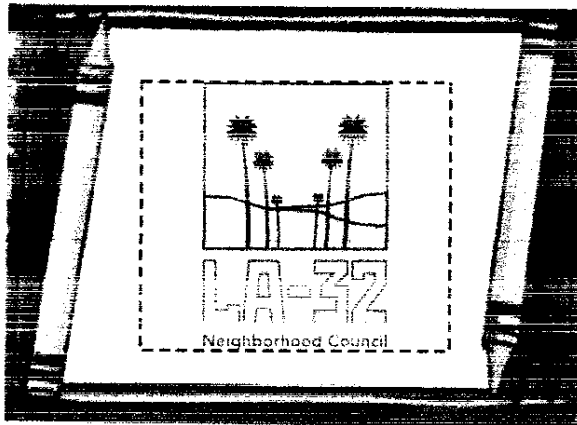
**Order#** 13524391-2 **To:** \_\_\_\_\_

**Date:** 03-13-17 **From:** Jodi Ahlers x8453

**Art Proof**

.....  
DOTTED LINE WILL NOT APPEAR ON YOUR IMPRINTED ITEM  
.....

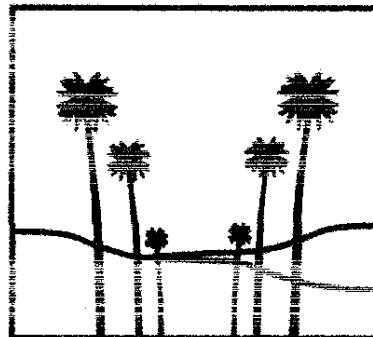
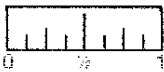
THIS ART PROOF SHOWS THE APPROXIMATE SIZE, COLOR AND PLACEMENT OF YOUR IMPRINT RELATIVE TO THE SIZE OF THE ITEM.



**imprint color(s):**

GREEN 347

200% of actual size



Item #119625



Neighborhood Council