LEGALLY REQUIRED OFFICIAL POSTING
PLEASE DO NOT REMOVE THIS POSTING UNTIL May 16, 2025

North Hills West Neighborhood Council Regular Board Meeting Agenda

Mid-Valley Regional Library
16244 Nordhoff Street, North Hills, CA 91343
Thursday, May 15, 2025 6:00 P.M.

Executive Officers: Garry Fordyce – President, Jane Lopez – Vice President, Maria Carrillo – Secretary, Janayn Martinez – Treasurer.

Board Members: Angelica Aleksanyan, Pat Crone, Linda Erdman, Leticia Martinucci, Kreshell Ramey, Martha Ugarte.

Vacant Seats: Resident Stakeholder 2025 (1 seats), General Stakeholder 2027 (1 seat), Community Interest Stakeholder 2027 (1 seat)

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

ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND
POSSIBLE ACTION BY THE BOARD

Supporting documents are either available on our website at www.nhwnc.net, and/or in-person during the NHWNC board meetings.

1. Call to Order, Welcome, Pledge of Allegiance

2. Roll Call, Quorum Check

3. President's Announcements and Comments

4. General Public Comments on Non-Agenda items within the jurisdiction of the NHWNC. Each speaker may speak, one time, for up to two (2) minutes unless changed by the presiding officer. PLEASE ADVISE US IF YOU ARE A PAID LOBBYIST.

5. Elected Officials, Public Agency Speakers, Field Representatives, and Public Service Announcements. Up to three (3) minutes per speaker.
   Stakeholders are allotted up to two minutes each for a question, for each Agendized public official who visits. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited up to two minutes of announcements, which must include their contact information.
   A. Mayor Karen Bass - Mayor LACity / West Valley Area Representative - David

Bright

B. City Council - District 12 - John Lee - CD12 / Field Representative - Lorena Espinal
C. L.A. County Supervisor - District 3 - Lindsey Horvath
D. State Senate - District 20 - Caroline Menjivar
E. State Assembly - District 40 - Pilar Schiavo / Field Representative - Gaby Gurrola
F. U.S. Congress - District 32 - Brad Sherman
G. LAUSD School Board - District 3 - Scott Schmerelson
H. LAUSD School Board - District 6 - Kelly Gonez
I. LAPD - Devonshire Division - Senior Lead Officer (SLO) - Jerome Knopp
J. Mid-Valley Regional Library
K. L.A. Department of Neighborhood Empowerment - NEA - John Darnell
L. Budget Advocate
M. LAPD Volunteer - Mikkie Loi

6. Discussion, Possible Action to approve NHWNC Monthly Expenditure Report (MER) for April 2025

7. Discussion, Possible Action to approve NHWNC Board Meeting Minutes for April 17, 2025

8. Discussion, Possible Action to approve NHWNC 2024/2025 Budget Adjustment.

9. Board Member Announcements / Comments - (No Discussion)

10. Adjournment

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

Public Posting of Agendas -
Neighborhood Council agendas are posted for public review as follows:
Posted for public review at Uncle Joe's Donuts - 8704 Woodley - North Hills, CA 91343 and posted on the NHWNC website www.nhwnc.net

● You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS)
Other Neighborhood Council agendas, City Dept, and Agencies agendas can also be subscribed to.

Notice to Paid Representatives -

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

Public Access of Records -
In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting may be viewed at http://www.nhwnc.net
If you would like a copy of any record related to an item on the agenda, please contact john.darnell@lacity.org

Reconsideration and Grievance Process -
For information on the NC's process for Board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and on our website https://www.nhwnc.net /agendas-minutes/minutes-and-agendas/bylaws/

For more information about the NHWNC, please call - (818) 369-1708 - or mail P.O. Box 2091 - North Hills, CA 91393-2091 or email: John.darnell@lacity.org. We look forward to hearing from you!

NORTH HILLS WEST NEIGHBORHOOD COUNCIL	**North Hills West Neighborhood Council** P.O. Box 2091 North Hills, CA 91393 818-369-1708 Website: https://www.nhwnc.net Email:
Board Meeting Minutes **April 17, 2025** **6:08PM-7:52PM** **(DRAFT)**	**Regular Meeting Location:** **New Horizons** **15725 Parthenia Street** **North Hills, CA 91343** *(MAIL NOT ACCEPTED AT THIS ADDRESS)*

Boardmember	Roll Call	Funding Vote Eligible*	Category
Angelica Aleksanyan	Absent	NO	General Stakeholder 2027
Maria Carillo	Absent	YES	Residential 2025
Pat Crone	Present	YES	Residential 2025
Linda Erdman	Absent	YES	Residential 2027
Garry Fordyce	Present	YES	Residential 2025
Jane Lopez	Present	YES	Residential2027
Leticia Martinucci	Absent	YES	General Stakeholder 2027
Kreshell Ramey	Absent	YES	General Stakeholder 2025
Martha Ugarte	Present	YES	General Stakeholder 2027
Janayn Martinez	Present	NO	Residential 2025
Vacant	Vacant	Vacant	Residential 2025
Vacant	Vacant	Vacant	Community Interest 2027
Vacant	Vacant	Vacant	General Stakeholder 2027
Board Members -10	Present 05 Absent 05at Roll Call		

*Funding vote eligibility key: **A=**age less than 18 yrs.; **E=**Ethics training; F=Funding training; N=not taken; **X=**expired
** Advance notice given for absence ***At Large Appointed (VOTE KEY: Yes, No, Abstain, Ineligible, Recuse, Absent)

1. Call to Order-**The meeting was called to order at 6:04PM.** Welcome-**Everyone was welcomed by President Garry Fordyce.** Pledge of Allegiance-**The Pledge of Allegiance was recited.**

2. Roll Call, **Quorum Check Angelica Aleksanyan, and Janayn Martinez are ineligible to vote.**

NHWNC ITEM 2. Roll Call		
Present –05	**Absent-04**	**Excused-01**
Crone, Fordyce, Lopez, Martinez, Ugarte	**Erdman, Carillo, Martinucci, Ramey**	**Aleksanyan**

3. President's Announcements, Comments:
    a. Information for North Hills West Neighborhood Council Election-**Reviewed**
        i. VOTE BY MAIL Registration: Begins March 21 and Ends May 11, 2025
        ii. Region 2 Elections: May 20, 2025
    b. Planning 101 Training Requirement: Angelica, Janayn, Kreshell, Leticia- **Reviewed. Five members have taken Planning 101. To vote on Land Use Items, everyone needs to take it.**
    c. Statement Regarding Meeting Protocols. **When Boardmembers need to speak, they need to raise their hands to be recognized.**

4. General Public Comments on Non-Agenda items within the jurisdiction of the NHWNC. Each speaker may speak, one time, for up to two (2) minutes unless changed by the presiding officer. PLEASE ADVISE US IF YOU ARE A PAID LOBBYIST.
    a. Stakeholder- **We need to get new Neighborhood Watch Signs. She also wants to see permit parking.**
    b. Stakeholder- **Own 6 homes together. The Homeless are out of control. DWP pole is oozing tar all over the street. (Chase and Gloria) The other DWP pole is deteriorating.**
    c. **Stakeholder Demo notification for15735 Plummer there is no ability to contact them and it did not go out to the neighbors as required.**

5. Elected Officials, Public Agency Speakers, Field Representatives, and Public Service Announcements. Up to three (3) minutes per speaker. Stakeholders are allotted up to two minutes each for a question, for each Agendized public official who visits. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited up to two minutes of announcements, which must include their contact information.
    a. Mayor Karen Bass - Mayor LA City / West Valley Area Representative – David Bright- **No Report**
    b. City Council - District 12 - John Lee - CD12 / Field Representative – **Lorena Espinal- Rapid Response 20 locations 103 pieces were picked up in your area. Haskell and Roscoe, we did receive a report of an encampment. There is also an encampment nears Golden Gate Storage. Both encampments are being serviced. There will be Outreach on April 29, 2025 and they will be serviced every two weeks. There will AAPI be a Day of Service at the Mid Valley Library on May 30, 2025 from 9:00AM -12:00PM. Councilmember John Lee will be in attendance. The LAMC 41.18 signs have not been put up yet.**
    c. L.A. County Supervisor - District 3 - Lindsey Horvath-**No Report**
    d. State Senate - District 20 - Caroline Menjivar-**No Report**
    e. State Assembly - District 40 - Pilar Schiavo / Field Representative – Gaby Gurrola-**No Report**
    f. U.S. Congress - District 32 - Brad Sherman-**No Report**
    g. LAUSD School Board - District 3 - Scott Schmerelson-**No Report**
    h. LAUSD School Board - District 6 - Kelly Gonez-**No Report**
    i. LAPD - Devonshire Division - Senior Lead Officer (SLO) - Jerome Knopp-**No Report**
    j. Mid-Valley Regional **Library-No Report**
    k. L.A. Department of Neighborhood Empowerment - NEA - **John Darnell- He spoke about the City Budget and the work of the Budget Advocates. Budget Day will be on June 21, 2025 at City Hall. It starts at 7:00AM.**
    l. Budget Advocates, **Fordyce-The Budget Advocates meet twice a month and there are many committees. The White Paper has been sent out to everyone. The Mayor's Budget will come out on April 21, 2025. The Budget Advocates will have a Zoom presentation on April 28, 2025 to go over the Budget.**

m. LAPD Volunteer - **Mikkie Loi- Burglaries are still up. Look for cars targeting the community. They have been going through sliding back doors. Start a Neighborhood Watch and know your neighbors. You can email your Senior Lead Officers. There has been more theft by trickery, be careful because they could follow you home. She spoke about the Drone as First Responder Program. This is a 90 day trial. Issues were brought up about unknown cars parking in the area. There was also talk about the vans at new Horizon sit and idle.**

6. Possible Resignation and Appointment
   a. Possible Motion, Discussion, Action: Appointment 2nd Bank Cardholder-**Item Tabled**

7. Motion, Discussion, Possible Action to approve NHWNC Monthly Expenditure Report (MER) for March 2025

Public Comment: No comment
Motion: Passed

NHWNC ITEM 7. Motion to approve the NHWNC Monthly Expenditure Report **Moved: Fordyce Seconded: Crone**				
Yes-04	No-00	Abstain-00	**Ineligible-01**	**Absent-05**
Crone, Fordyce, Lopez, Ugarte	None	None	**Martinez**	**Aleksanyan, Carillo, Martinucci, Ramey Erdman**

8. Motion, Discussion, Possible Action to approve NHWNC Board Meeting Minutes for March 20, 2025

Public Comment: No comment
Motion: Passed

NHWNC ITEM 8. Motion to approve NHWNC Board Meeting Minutes for March 20, 2025 **Moved: Crone Seconded: Martinez**				
Yes-04	No-00	Abstain-00	**Ineligible-01**	**Absent-05**
Crone, Fordyce, Lopez, Ugarte	None	None	**Martinez**	**Aleksanyan, Carillo, Martinucci, Ramey Erdman**

9. Transfer Funds to Special Funds Account
    a. Motion, Discussion, Possible Action to create a North Hills West Neighborhood Council (NHWNC) Special Funds Account, transferring Thirty Thousand Dollars ($30,000.00) for purpose of Urban Forestry within the NHWNC Boundaries (Dead Tree and Stump Removal, Tree Trimming, Etc. All work Prioritized under direction of the NHWNC).

Public Comment: **Superintendent for the West Valley Area, Stephan Urban Forestry-He has done survey of the area. They will remove the dead Liquid Amber Trees and do stump grinding. They will work with the Neighborhood Council on the locations and issues of Public Safety.**
Motion: Passed

NHWNC ITEM 9.a. Motion to approve to create a North Hills West Neighborhood Council (NHWNC) Special Funds Account, transferring Thirty Thousand Dollars ($30,000.00) for purpose of Urban Forestry within the NHWNC Boundaries (Dead Tree and Stump Removal, Tree Trimming, Etc. All work Prioritized under direction of the NHWNC) Moved: Fordyce Seconded: Crone				
Yes-03	No-00	**Abstain-01**	**Ineligible-01**	**Absent-05**
Crone, Fordyce, Lopez	None	**Ugarte**	**Martinez**	**Aleksanyan, Carillo, Martinucci, Ramey, Erdman**

10. Budget Advocacy Special Account
    a. Motion, Discussion, Possible Action to Approve: Neighborhood Council Budget Day (L.A. Charter Section 909) in the amount of $3000.00

Public Comment: **Brian Allen-The Budget Representatives represent the Neighborhood Councils.**
Motion: Passed

NHWNC ITEM 10.a. Motion to approve to fund $3000.00 for Neighborhood Council Budget Day. Moved: Crone Seconded: Martinez				
Yes-04	No-00	**Abstain-01**	**Ineligible-01**	**Absent-05**
Crone, Fordyce, Lopez	None	**Ugarte**	**Martinez**	**Aleksanyan, Carillo, Martinucci, Ramey Erdman**

11. Motion, Discussion, Possible Action to Approve the purchase of a Canva Pro License for $130.00 **The contract is good for one year.**

Public Comment: No comment
Motion: Passed

NHWNC ITEM 11. Motion to approve the purchase of a Canva Pro License for $130.00 Moved: Fordyce Seconded: Martinez				
Yes-04	No-00	Abstain-00	**Ineligible-01**	**Absent-05**
Crone, Fordyce, Lopez, Ugarte	None	None	**Martinez**	**Aleksanyan, Carillo, Martinucci, Ramey Erdman**

12. New Horizons Rental Agreement
    a. Motion, Discussion, Possible Action to Approve paying New Horizons $550.00 per meeting for the remainder of the 2024 - 2025 Fiscal Year. (The City Clerk will come up with a Service Agreement that both sides will sign, if the Board Approves.)

Public Comment: Stakeholder-Has anyone looked into Monroe High School, Valley Pres., Church of the Living word? Anhueser Busch. Other options for locations were discussed.
Motion: Passed

NHWNC ITEM 12.a. Motion to approve paying New Horizons $550.00 per meeting for the remainder of the 2024 - 2025 Fiscal Year. **Moved: Lopez Seconded: Martinez**				
Yes-03	No-00	**Abstain-01**	**Ineligible-01**	**Absent-05**
Crone, Fordyce, Lopez	None	**Ugarte**	**Martinez**	**Aleksanyan, Carillo, Martinucci, Ramey Erdman**

13. Second General Public Comments on Non-Agenda items within the jurisdiction of the NHWNC. TIME PERMITTING. Each speaker may speak, one time, for up to two (2) minutes unless changed by the presiding officer. PLEASE ADVISE US IF YOU ARE A PAID LOBBYIST.
    a. **Mikkie Loi- Saturday, April 26, 2025 at Devonshire Division, there will be an Open House, Car Show, and the PALS Pancake Breakfast. Coffee with a cop April 29, 2025 12:00PM Starbucks in the Northridge Mall. May 5 Granada Hills South Neighborhood Councils e mon 7 weeks fliers in the back, even if the class is full show up.**

14. Board Member Announcements / Comments (No Discussion)
    a. **Martha Ugarte- Has issues with racial profiling**

15. Future Agenda Items (Board) - (No Discussion)- **No Requests**

16. Adjournment **The meeting is adjourned at 7:52PM**

Monthly Expenditure Report

Reporting Month: April 2025 **Budget Fiscal Year: 2024-2025**

NC Name: North Hills West Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	**Total Spent**	**Remaining Balance**	**Outstanding**	**Commitments**	**Net Available**
$38615.54	$2495.79	$36119.75	$656.74	$0.00	$35463.01

Monthly Cash Flow Analysis					
Budget Category	**Adopted Budget**	**Total Spent this Month**	**Unspent Budget Balance**	**Outstanding**	**Net Available**
Office	$29500.00	$1303.79	$15639.61	$656.74	$14982.87
Outreach		$1192.00		$0.00	
Elections		$0.00		$0.00	
Community Improvement Project	$0.00	$0.00	$0.00	$0.00	$0.00
Neighborhood Purpose Grants	$2500.00	$0.00	$2500.00	$0.00	$2500.00
Funding Requests Under Review: $0.00		Encumbrances: $0.00		Previous Expenditures: $11364.60	

Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	03/07/2025	Services rendered to NHWNC.	General Operations Expenditure	Office	$717.60
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	04/14/2025	Services rendered to NHWNC	General Operations Expenditure	Office	$103.36
3	Insite Street Media	04/15/2025	Services rendered to NHWNC.	General Operations Expenditure	Outreach	$596.00
4	Insite Street Media	04/15/2025	Services rendered to NHWNC.	General Operations Expenditure	Outreach	$596.00
5	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	04/07/2025	Services rendered to NHWNC. NC is currently in EE	General Operations Expenditure	Office	$482.83
	Subtotal:					**$2495.79**

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

1	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/05/2025	Services rendered to NHWNC.	General Operations Expenditure	Office	$656.74
	Subtotal: Outstanding					**$656.74**

Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For ____ Neighborhood Council

Date: ____

Motion/Action: ____
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If the proxy authorization is for a payment request, please complete the following:

Vendor Name	**Invoice Number**	**Date of Invoice**	**Amount**
Total			

Reason for Proxy Authorization: ____
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Department Authorizing Payment:

☐ Office of the City Clerk

☐ Department of Neighborhood Empowerment

Staff Name: ____
Title: ____
Signature: John Darnell Date: ____________________

Authorization: ____
Title: ____
Signature: ____________________ Date: ____________________

Bridgegap
10008 National Blvd.#319
Los Angeles, CA 90034 United States
info@btsasa.com | (310) 387-1374

Invoice #20091348

Issue date
Feb 23, 2025

NHWNC_Minutes_Various

We appreciate your business.

Customer
John Darnell
North Hills West Neighborhood Council
John.Darnell@lacity.org
(818) 369-1708
PO Box 2091
North Hills, CA 91393

Invoice Details
PDF created February 27, 2025
$717.60

Payment
Due March 25, 2025
$717.60

Items	Quantity	Price	Amount
Minute Taking	1	$717.60	$717.60
Subtotal			$717.60

Total Due $717.60

Pay online

To pay your invoice go to https://squareup.com/u/eVr2qGU1

Or open the camera on your mobile device and place the QR code in the camera's view.

Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For ____ Neighborhood Council

Date: ____

Motion/Action: ____
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Total			

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Department Authorizing Payment:

☐ Office of the City Clerk

☐ Department of Neighborhood Empowerment

Staff Name: ____
Title: ____
Signature: John Darnell Date: __________________________

Authorization: ____
Title: ____
Signature: ______________________________ Date: __________________________

Bridgegap
10008 National Blvd.#319
Los Angeles, CA 90034 United States
info@btsasa.com | (310) 387-1374

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Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

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Department Authorizing Payment:

☐ Office of the City Clerk

☐ Department of Neighborhood Empowerment

Staff Name: ____
Title: ____
Signature: John Darnell ____________ Date: ____________________________

Authorization: ____
Title: ____
Signature: Gibson Nyambura ____________ Date: ____________________________

Invoice Number	#NHWNC 2025 0401
Date	April 1, 2025

North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7524
Northridge, CA 91327

818 252-9399
http://www.moorebusinessresults.com/
City of LA Tax #549794-29

Communications Services	103.36
Amount Now Due	**$103.36**

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of $25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are $25.

Date	Task	Hours
3/17/2025	Agenda	0.34
3/18/2025	Meeting documents	0.17
3/19/2025	Meeting eblast, document	0.25
	Total	0.76

Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For ____ Neighborhood Council

Date: ______________________________________

Motion/Action: ____

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	**Invoice Number**	**Date of Invoice**	**Amount**
Total			

Reason for Proxy Authorization: ____

Department Authorizing Payment:

☐ Office of the City Clerk

☐ Department of Neighborhood Empowerment

Staff Name: ____
Title: ____
Signature: John Darnell Date: ________________________

Authorization: ____
Title: ____
Signature: Gibson Nyambura Date: ________________________

Invoice Number #NHWNC 2025 0401

Date April 1, 2025

North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7524
Northridge, CA 91327

818 252-9399
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Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For ____ Neighborhood Council

Date: ____

Motion/Action: ____

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If the proxy authorization is for a payment request, please complete the following:

Vendor Name	**Invoice Number**	**Date of Invoice**	**Amount**
Total			

Reason for Proxy Authorization: ____

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Department Authorizing Payment:

☐ Office of the City Clerk

☐ Department of Neighborhood Empowerment

Staff Name: ____
Title: ____
Signature: John Darnell ________________ Date: ________________

Authorization: ____
Title: ____
Signature: Gibson Nyambura ________________ Date: ________________

InSite Street Media
Dept. 106065, PO BOX 150489
Hartford, CT, USA - 06115-0489
Attn. Samantha: 1.800.661.6088 Ext. 739
Phone : (800) 661-6088 **FAX :** (866) 426-2237

INVOICE

CLIENT :	ACCOUNT # :		
North Hills West Neighborhood Council 200 N Main Street #224 Los Angeles, City of, CA, CA 90012	**66424124**	**Invoice # :**	1519232
Phone : 0000000000		**Batch # :**	335632
FAX : 0000000000		**Date :**	15-Mar-2025

Payment Due No Later Than: 15-Apr-2025
If Paid in Advance, Please Ignore...

Date : 15-Mar-2025

PO # :

This is covering - April 15th to May 14th Ad Space Rental

Quantity	Description	Unit Price	Extended

This period is a total of $596.00 + Tax, for 4 location(s)

Below is an itemized breakdown by location showing the split between advertising, printing, posting and design as each may be treated differently for tax purposes.

Quantity	Description	Unit Price	Extended
1	664028380: On NB Woodley Ave At NS Plummer St SEC, W/F City Stop Code: Barcode: 0	$99.00	$99.00
1	Design Fee: 664028380	$20.00	$20.00
1	Printing Fee: 664028380	$15.00	$15.00
1	Posting fee: 664028380	$15.00	$15.00
1	664042600: On SB Woodley Ave At NS Nordhoff St NWC, E/F City Stop Code: Barcode: 155300	$99.00	$99.00
1	Design Fee: 664042600	$20.00	$20.00
1	Printing Fee: 664042600	$15.00	$15.00
1	Posting fee: 664042600	$15.00	$15.00
1	664042610: On SB Woodley Ave At NS Parthenia St NWC, E/F City Stop Code: Barcode: 0	$99.00	$99.00
1	Design Fee: 664042610	$20.00	$20.00
1	Printing Fee: 664042610	$15.00	$15.00
1	Posting fee: 664042610	$15.00	$15.00
1	664049240: On WB Nordhoff St At FS Haskell Ave NWC, S/F City Stop Code: Barcode: 151747	$99.00	$99.00
1	Design Fee: 664049240	$20.00	$20.00
1	Printing Fee: 664049240	$15.00	$15.00
1	Posting fee: 664049240	$15.00	$15.00

THANK YOU FOR YOUR BUSINESS.

InSite Street Media
Dept. 106065, PO BOX 150489
Hartford, CT, USA - 06115-0489
Attn. Samantha: 1.800.661.6088 Ext. 739
Phone : (800) 661-6088 **FAX :** (866) 426-2237

INVOICE

CLIENT :

North Hills West Neighborhood Council
200 N Main Street #224
Los Angeles, City of, CA, CA 90012

Phone : 0000000000
FAX : 0000000000

ACCOUNT # :

66424124

Invoice # : 1519232
Batch # : 335632
Date : 15-Mar-2025

Payment Due No Later Than: 15-Apr-2025
If Paid in Advance, Please Ignore...

This is covering - April 15th to May 14th Ad Space Rental

Date : 15-Mar-2025
PO # :

Quantity	Description	Unit Price	Extended

Sub Total	$596.00
Tax	$0.00
Total	$596.00

THANK YOU FOR YOUR BUSINESS.

Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For ____ Neighborhood Council

Date: ____

Motion/Action: ____
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____
____

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Total			

Reason for Proxy Authorization: ____
____
____
____

Department Authorizing Payment:

☐ Office of the City Clerk

☐ Department of Neighborhood Empowerment

Staff Name: ____
Title: ____
Signature: John Darnell Date: ___________________________

Authorization: ____
Title: ____
Signature: Gibson Nyambura Date: ___________________________

InSite Street Media

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This is covering - April 15th to May 14th Ad Space Rental

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This period is a total of $596.00 + Tax, for 4 location(s)

Below is an itemized breakdown by location showing the split between advertising, printing, posting and design as each may be treated differently for tax purposes.

Quantity	Description	Unit Price	Extended
1	664028380: On NB Woodley Ave At NS Plummer St SEC, W/F City Stop Code: Barcode: 0	$99.00	$99.00
1	Design Fee: 664028380	$20.00	$20.00
1	Printing Fee: 664028380	$15.00	$15.00
1	Posting fee: 664028380	$15.00	$15.00
1	664042600: On SB Woodley Ave At NS Nordhoff St NWC, E/F City Stop Code: Barcode: 155300	$99.00	$99.00
1	Design Fee: 664042600	$20.00	$20.00
1	Printing Fee: 664042600	$15.00	$15.00
1	Posting fee: 664042600	$15.00	$15.00
1	664042610: On SB Woodley Ave At NS Parthenia St NWC, E/F City Stop Code: Barcode: 0	$99.00	$99.00
1	Design Fee: 664042610	$20.00	$20.00
1	Printing Fee: 664042610	$15.00	$15.00
1	Posting fee: 664042610	$15.00	$15.00
1	664049240: On WB Nordhoff St At FS Haskell Ave NWC, S/F City Stop Code: Barcode: 151747	$99.00	$99.00
1	Design Fee: 664049240	$20.00	$20.00
1	Printing Fee: 664049240	$15.00	$15.00
1	Posting fee: 664049240	$15.00	$15.00

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Department Authorizing Payment:

☐ Office of the City Clerk

☐ Department of Neighborhood Empowerment

Staff Name: ____
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Authorization: ____
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Signature: Gibson Nyambura Date: ______________________________

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North Hills West Neighborhood Council
200 N Main Street #224
Los Angeles, City of, CA, CA 90012

Phone : 0000000000
FAX : 0000000000

ACCOUNT # : **66424124**

Invoice # : 1517731
Batch # : 334082
Date : 15-Feb-2025

Payment Due No Later Than: 15-Mar-2025
If Paid in Advance, Please Ignore...

This is covering - March 15 to April 14, 2025 Outdoor Advertising

Date : 15-Feb-2025
PO # :

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Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For ______________________________ Neighborhood Council

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Motion/Action: ______________________________

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Department Authorizing Payment:

☐ Office of the City Clerk

☐ Department of Neighborhood Empowerment

Staff Name: ______________________________
Title: ______________________________
Signature: ______________________________ Date: ______________________________

Authorization: ______________________________
Title: ______________________________
Signature: Gibson Nyambura Date: ______________________________

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Tax	$0.00
Total	$596.00

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Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hills West Neighborhood Council

Date: 04/07/2025

Motion/Action:
Services rendered to NHWNC.

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Bridgegap	20091364	04/06/2025	$482.83
Total			$482.83

Reason for Proxy Authorization:
Services rendered to NHWNC.

Department Authorizing Payment:

☐ Office of the City Clerk

☑ Department of Neighborhood Empowerment

Staff Name: John Darnell
Title: Project Coordinator
Signature: John Darnell Date: 04/07/2025

Authorization: Gibson Nyambura
Title: Director of Innovation
Signature: Date: 04/07/2025

Bridgegap
10008 National Blvd.#319
Los Angeles, CA 90034 United States
info@btsasa.com | (310) 387-1374

Invoice #20091364

Issue date
Apr 6, 2025

NHWNC Various

We appreciate your business.

Customer
John Darnell
North Hills West Neighborhood Council
John.Darnell@lacity.org
(818) 369-1708
PO Box 2091
North Hills, CA 91393

Invoice Details
PDF created April 7, 2025
$482.83

Payment
Due April 6, 2025
$482.83

Items	Quantity	Price	Amount
Minute Taking	1	$482.83	$482.83
Subtotal			$482.83

Total Due $482.83

Pay online

To pay your invoice go to https://squareup.com/u/sd3mhYGM

Or open the camera on your mobile device and place the QR code in the camera's view.

Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hills West Neighborhood Council

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Motion/Action:
Services rendered to NHWNC.

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Total			$482.83

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☐ Office of the City Clerk

☑ Department of Neighborhood Empowerment

Staff Name: John Darnell
Title: Project Coordinator
Signature: John Darnell Date: 04/07/2025

Authorization: Gibson Nyambura
Title: Director of Innovation
Signature: Date: 04/07/2025

Bridgegap
10008 National Blvd.#319
Los Angeles, CA 90034 United States
info@btsasa.com | (310) 387-1374

Invoice #20091364

Issue date
Apr 6, 2025

NHWNC Various

We appreciate your business.

Customer
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North Hills West Neighborhood Council
John.Darnell@lacity.org
(818) 369-1708
PO Box 2091
North Hills, CA 91393

Invoice Details
PDF created April 7, 2025
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Payment
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Or open the camera on your mobile device and place the QR code in the camera's view.

Horth Hills West NC
Budget Adjustment
May 10, 2025

1	BOK	Departmental Books/Magazines					$0.00
2	COP	PLUM Copying Expense					$0.00
3	EDU	Minute Taker Costs	$3600.00			-$1,500.00	$2100.00
4	FAC	Meeting Room Space	$4,800.00			-$1,200.00	$3,600.00
5	FAC	P.O. Box Rental	$236.00				$236.00
6	FAC	Phone and Internet Systems					$0.00
7	MIS	Misc. General Operations					$0.00
8	OFF	Office Supplies					$0.00
9	RET	Annual Retreat					$0.00
10	WEB	Website Maintenance	$8,400.00			-$4,500.00	$3,900.00
15	MEE	Meeting Refreshments					$0.00
		SUBTOTAL	$17,036.00	$0.00	$0.00	-$7,200.00	$9,836.00
(200) Outreach		31%					
11	ADV	Advertising / Permit Fees					$0.00
12	ADV	General Neighborhood Outreach				1,012.86	$1,012.86
13	MEE	Bus Bench Adds	$7,152.00			$2,500.00	$4652.00
14	MEE	Meeting Space Rental					$0.00
16	EMR	Emerg. Prep. Promo Items					$0.00
17	MEE	Committee Refreshments					$0.00
18	NEW	Newsletters					$0.00
19	OTH	Events					$0.00
20	OTH	VANC & Budget Advocates & Congress				$3,000.00	$3,000.00
21	OTH	Chamber (Parade, Street Faire)					$0.00
22	OTH	Banners / Brochures / Other Items					$0.00
	OTH	Misc. Outreach					$0.00
		SUBTOTAL	$7,152.00	$0.00	$0.00	$1,512.86	$8,664.86
(300) Community Improvements		7%					
23							$0.00
24	EMR	VEPT Disaster Prep. Fair					$0.00
25	EMR	CERT Kits					$0.00
26	GRA	West Valley Alliance (Graffiti Removal)					$0.00
27	OTH	NW Signs & Hardware					$0.00
28	OTH	Community Improvement Projects		$17,980.14		$13,187.14	$31,167.28
		SUBTOTAL	$0.00	$17,980.14	$0.00	$13,187.14	$31,167.28
(400) Neighborhood Purpose Grants		11%					
29	GRT	Neighborhood Purpose Grants	$2,500.00			$2500.00	$0.00
		SUBTOTAL	$2,500.00	$0.00	$0.00	-$2500.00	$0.00

Horth Hills West NC
Budget Adjustment
May 10, 2025

(500) Elections			6%					
30	ELE	Election Outreach Expense		$5,312.00			$5,000.00	$312.00
		SUBTOTAL		$5,312.00	$0.00	$0.00	-$5000.00	$312.00
Totals								
		BUDGET TOTAL		$32,000.00	$17980.14	$0.00	$0.00	$49,980.14