

Monthly Expenditure Report



Reporting Month: April 2024

Budget Fiscal Year: 2023-2024

NC Name: Downtown Los Angeles
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35328.17	\$1737.70	\$33590.47	\$9153.74	\$4218.20	\$20218.53

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$21855.00	\$1250.11	\$13445.47	\$1153.74	\$11291.73
Outreach		\$487.59		\$1000.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$11145.00	\$0.00	\$11145.00	\$0.00	\$11145.00
Neighborhood Purpose Grants	\$9000.00	\$0.00	\$5500.00	\$7000.00	\$-1500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$4218.20		Previous Expenditures: \$10171.83	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_DLANC.C	04/01/2024	Discussion and possible action to allocate a monthly expenditure for email services not to exceed \$500. Vendor is Google Workspace. Monies to come from the Office budget.	General Operations Expenditure	Office	\$403.20
2	SP BACKDROPSOURCE	04/04/2024	Discussion and possible action to do a Coffee the Fire Department/City Agencies event in April, 2024. Motion to approve an expenditure not to exceed \$500. Monies to come from the Outreach Budget - Tabling/Events line item. Vendors like U Print, Nextday Flyers, Smart & Final, etc.	General Operations Expenditure	Outreach	\$112.00
3	STICKER MULE	04/05/2024	Discussion and possible action to approve an expenditure not to exceed \$500 to purchase DLANC promotional buttons/stickers. Monies to come from the Outreach Budget - Artwork/Printing line item. Vendors like U Print, Nextday Flyers, Smart and Final.	General Operations Expenditure	Outreach	\$375.59

4	EXTRA SPACE 6109	04/15/2024	Discussion and possible action to allocate \$2000 to pay for a 12-month rental of a storage unit. Address of the storage unit is Extra Space Storage, 1000 N Main St, Los Angeles, CA 90012. Monies to come from the Office budget.	General Operations Expenditure	Office	\$197.20
5	IONOS INC.	04/27/2024	Discussion and possible action to allocate an annual expenditure not to exceed \$625 for web hosting. Vendor is IONOS. Monies to come from the Office budget.	General Operations Expenditure	Office	\$217.71
6	Los Angeles Public Library	02/29/2024	Discussion and possible action to allocate an amount not to exceed \$4,000 for meeting space-related expenses. Monies to come from the Office budget.	General Operations Expenditure	Office	\$216.00
7	Los Angeles Public Library Central Library	03/28/2024	Discussion and possible action to allocate an amount not to exceed \$4,000 for meeting space-related expenses. Monies to come from the Office budget.	General Operations Expenditure	Office	\$216.00
Subtotal:						\$1737.70

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Barbier International Inc.	04/19/2024	The Budget and Finance committee recommends the authorization of funding for interpretation and/or translation services provided at no charge by the City of Los Angeles. The authorization...	General Operations Expenditure	Office	\$744.00
2	Electric Moon Foundation	04/22/2024	To fund the Electric Moon Foundation NPG with \$3k from the NPG funding category with the following conditions: Increase grant funding allocated to program services (6b) by ...	Neighborhood Purpose Grants		\$3000.00
3	Department of Neighborhood Empowerment	05/15/2024	Discussion and possible action to approve an expenditure not to exceed \$200 to renew Zoom license. Minutes to come from the Office budget.	General Operations Expenditure	Office	\$193.74
4	Los Angeles Poverty Department	05/22/2024	Discussion and possible action on an expenditure not to exceed \$1000 for a sponsorship package to table the Festival For All Skid Row Artists. Monies to come from the Outreach budget line...	General Operations Expenditure	Outreach	\$1000.00
5	DTLA Proud Festival Inc.	05/23/2024	Discussion and possible action to approve an NPG for DTLA Pride for an amount of \$4000. Monies to come from the NPG budget.	Neighborhood Purpose Grants		\$4000.00
6	Los Angeles Public Library	06/03/2024	Discussion and possible action to allocate an amount not to exceed \$4,000 for meeting space-related expenses. Monies to come from the Office budget.	General Operations Expenditure	Office	\$216.00
Subtotal: Outstanding						\$9153.74



Invoice

Invoice number: 4942177741

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

Bill to

Debby Zhou
dlanc.com
200 N SPRING ST
STE 224
LOS ANGELES, CA 90012
United States

Details

Invoice number4942177741
Invoice dateMar 31, 2024
Billing ID9932-4865-8892
Domain namedlanc.com

Google Workspace

Total in USD **\$403.20**

Summary for Mar 1, 2024 - Mar 31, 2024

Subtotal in USD	\$403.20
Tax (0%)	\$0.00
Total in USD	\$403.20

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Standard	Usage	Mar 1 - Mar 31	28	403.20
		Subtotal in USD		\$403.20
		Tax (0%)		\$0.00
		Total in USD		\$403.20

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

Invoice

BACKDROP SOURCE

PRINTING PREMIER BACKDROPS SINCE 2004

Invoice **Order** **Issue Date** **Payment Status**
US#7535 US#7535 April 4, 2024 Paid

Supplier


Backdropsource INC
8565 South Eastern Avenue
Las Vegas, Nevada
United States - 89123
✉ sales@backdropsource.com
☎ 650 614 1888

Ship To

Damion Wagner
DLANC
432 South Main Street
#9
Los Angeles, California
United States - 90013
✉ damion.wagner@dlanc.com
☎ 3233636116

Bill To

Claudia Oliveira
DLANC
200 North Spring Street
224
Los Angeles, California
United States - 90012
✉ damion.wagner@dlanc.com
☎ 2133218264

Item	Unit Price	Qty.	Net Price	Disc.	Total
 Stretched Table Covers 6ft W x 2.5ft H / 3 Sided-Open back SKU: TC-STR	USD 112.00	1	USD 112.00	0%	USD 112.00

Payment Method shopify_payments	Shipping Method Standard Shipping (Delivery within 4-5 working days)	SUBTOTAL	USD 112.00
		SHIPPING	USD 0.00
Total Quantity 1		TOTAL	USD 112.00

Total Paid	USD 112.00	Amount Due	USD 0.00
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If you have any questions, contact us on sales@backdropsource.com

Bank Details

Name : Backdropsource Inc
Bank A/c No.896927709
Routing No.322271627
Beneficiary Bank Name: J.P. Morgan Chase Bank
Beneficiary Bank Address: PO Box 659754, San Antonio, TX 78265-9754

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Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: DLANC Meeting Date: 13 February 2024

Budget Fiscal Year: 2023 - 2024 Agenda Item No:

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

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

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

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Melynda Choothesa	At-Large						
Claudia Oliveira (President)	Area Wide						
Jens Midthun (VP Outreach)	Area Wide						
J Ellis McGinnis	Central City East Business						
Damion Wagner	Central City East Business						
Pablo Fontoura	At-Large						
BellaNaoimi Osby	Central City East Resident						
Scott Miller	Civic Center/Financial District Business						
Alisha Henderson	Civic Center/Financial District Resident						
Ana Carril-Grumberg	Fashion District Resident						
Topher Horman	Fashion District Business						
Rick Young	Area-Wide Homeless						
Tyler Murphy	Historic Core Business						
Samir Bitar (Treasurer)	Historic Core Business						
Luis Gonzalez-Salas	Historic Core Resident						
Christian Dittmer	Historic Core Resident						
Hakeem Parke-Davis	Historic Core Resident						
Leonel Aguilar	Social Services Provider						
Allen Gross	Social Services Provider						
Lori Aliksonian	South Park Business						
Garrett South (VP Admin)	South Park Business						
Debby Zhou (Secretary)	South Park Resident						
Lawrence Carroll	South Park Resident						
Sara Eastwood	South Park Resident						
Board Quorum: 13		Total:					

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






Authorized Signature:	Authorized Signature:
Print/Type Name: Samir Bitar	Print/Type Name: Claudia Oliveira
Date: 14 MARCH 2024	Date: 14 MARCH 2024

Billing Address

Claudia Oliveira
 200 N Spring St
 Los Angeles
 CA 90012
 United States
 DLANC

Shipping Address

Jens Midthun
 416 S Spring St #1209
 Los Angeles
 CA 90013
 United States

Item	Quantity	Cost
Mule sauce	1	\$0
 Custom 1" x 1" round buttons	200	\$64
 Custom 3" x 3" square stickers	200	\$117
 Custom 2" x 2" square stickers	200	\$88
 Custom 4" x 1.5" rectangle stickers	200	\$100
 Custom 3" x 1.13" rectangle stickers	200	\$84

Subtotal	\$453
Discount for multiple designs	-\$110
Shipping	\$0
Sales Tax	\$32.59
Order Total	\$375.59
Amount Paid via mastercard	\$375.59
xxxx xxxx xxxx 4277	
Amount Paid	\$375.59

336 Forest Ave, Amsterdam, NY 12010

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Authorized Signature: *Samir Bitar* Authorized Signature: *Claudia Oliveira*

Print/Type Name: Samir Bitar Print/Type Name: Claudia Oliveira

Date: 14 MARCH 2024 Date: 14 MARCH 2024



1000 N Main St
Los Angeles, CA 90012

(213) 474 - 1080 / extraspace.com

April 15, 2024 12:16 AM PDT

EasyPay - EasyPay

Transaction # 226207908 / System

Rent B1235 186.00
04/15/24 - 05/14/24

Insurance B1235 11.20
04/15/24 - 05/14/24

.....
Transaction Total \$197.20

Payment Method

Mastercard ending in 4277 197.20

.....
Payment Total \$197.20

Merchandise Returns will be accepted in original packaging within 30 days of purchase.

Give yourself one less thing to worry about by signing up for easypay at:

myaccount.extraspace.com



IONOS Inc.

2 Logan Square, 100 N 18th St., Suite 400
Philadelphia, PA 19103
USA

2 Logan Square, 100 N 18th St. · Suite 400
Philadelphia, PA 19103 · USA

SAMIR BITAR
Downtown Los Angeles Neighborhood
Council
529 S Broadway
Los Angeles, CA 90013-2365
UNITED STATES

Invoice: 202048684567
Invoice Date: 04/26/2024
Customer ID: 572604622
Contract ID: 70706223

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

[Teofanis Balucan Jr.](#)

2673666016

Invoice

Billing period starting: 04/24/2024

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 70706223 - IONOS Web Hosting Expert					
Basic fee (\$203.52)					
1	Basic Fee 04/24/2024-04/24/2025	\$20.00 a month	12 mo.	\$0.00	\$240.00
2	Special Offer Discount for line-item 1	Special Offer		\$0.00	-\$36.48
Additional services (\$10.19)					
3	PHP7.3 Extended Support 04/21/2024-05/21/2024	\$10.19 a month	1 mo.	\$0.00	\$10.19
Net Total					\$213.71
Net (non-taxable portion)					\$213.71
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$213.71
Please DO NOT send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?

Please refer to your [Help Center](#) or log in to my.ionos.com for further information.



IONOS Inc.

2 Logan Square, 100 N 18th St., Suite 400
Philadelphia, PA 19103
USA


2 Logan Square, 100 N 18th St. · Suite 400
Philadelphia, PA 19103 · USA

SAMIR BITAR
Downtown Los Angeles Neighborhood
Council
529 S Broadway
Los Angeles, CA 90013-2365
UNITED STATES

Invoice: 202048684566
Invoice Date: 04/26/2024
Customer ID: 572604622
Contract ID: 70706300

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

[Teofanis Balucan Jr.](#)
 2673666016

Invoice

Billing period starting: 04/25/2024

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 70706300 - IONOS MyWebsite One					
Basic fee (\$1.00)					
1	Basic Fee	\$1.00 a month	1 mo.	\$0.00	\$1.00
	04/25/2024-05/25/2024				
Additional services (\$3.00)					
2	Mail Basic 25	\$3.00 a month	1 mo.	\$0.00	\$3.00
	03/28/2024-04/28/2024				
Net Total					\$4.00
Net (non-taxable portion)					\$4.00
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$4.00
Please DO NOT send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?
Please refer to your [Help Center](#) or log in to my.ionos.com for further information.

**LOS ANGELES PUBLIC LIBRARY PERMIT FOR USE OF LIBRARY FACILITIES
APPLICANT RESPONSIBILITIES/HOLD HARMLESS AGREEMENT/INSURANCE INFORMATION**

1. I agree to conform to all rules, regulations and conditions imposed by the Board of Library Commissioners affecting or relating to the use of Library facilities.
2. Except for the active negligence or willful misconduct of the City, I agree, as the user of any Library premises or facility described herein, that I will indemnify or hold harmless the City of Los Angeles, its officers, directors or employees from any loss liability, or damage (including wrongful death) arising out of, as a result of, or in connection with the use of the facility or premises, equipment, or services of the City, including all costs of defending any claim arising as a result thereof.
3. I further understand, as the user of any premises or facility described herein, that I must procure and shall maintain in full force and effect, during permitted use, a policy of insurance satisfactory to the City, or obtain a waiver of the requirement.
4. I have read the insurance options listed below and have initialed my choice. I understand that failure to comply with one of the options will result in cancellation of the permit and inability to use the meeting room or venue.
 - a. I will provide proof of liability insurance of the required amount, naming the City of Los Angeles as an additional insured, prior to the event.
 - b. I will purchase insurance through the City of Los Angeles Special Events Liability Program.
 - c. The insurance requirement has been waived by the Los Angeles Public Library, pursuant to rules for exemption.
5. I agree to pay the fees 30 days prior to the event. Additional staff fees due to overtime will be invoiced immediately following the event, and are due upon receipt. Payment should be made to the City of Los Angeles.

Applicant Name:	Debbie Zhou		
Applicant Position:	Secretary/Livability Committee Chair		
Organization:	DLANC		
Address:			
Telephone:	(424) 261-8596	E-Mail:	Debby.zhou@dlanc.com
Request Venue:	Little Tokyo Meeting Room		
Event Date:	11/21/23	Event Time:	6:00-9:30 pm
Total Estimated Fees:	Monthly estimated fees \$216 (3/19; 4/16; 5/21; 6/18)		
Applicant Signature:			

ESTIMATED EVENT FEES

Facility Use Fee:	\$ waived	Deposit Due:		Date:	
Security Services:	\$ 216.00	Balance Due:	\$ 216.00	Date:	<u>Upon receipt</u>
Facility Coordinator:	<u>\$ 0.00</u>	Paid in Full:		Date:	
Audio-Visual Services:	<u>\$ 0.00</u>				
Custodial Services:	<u>\$ 0.00</u>				
Equipment Rental:	<u>\$ 0.00</u>				
Event Attendant:	<u>\$ 0.00</u>				
Library Total:	<u>\$</u>	PERMIT #:	64-031924		

LIBRARY USE ONLY

Insurance approved by Business Office/City Attorney _____ (date)

Permit is issued to applicant after all submittals approved _____ (date)

Approval Signature _____
Business Office or Branch Senior Librarian

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Meeting Date:

Budget Fiscal Year: Agenda Item No:

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

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

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

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

Board Quorum: Total:

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Authorized Signature [Signature] Authorized Signature [Signature]

Print/Type Name: Print/Type Name:

Date: Date:

**LOS ANGELES PUBLIC LIBRARY PERMIT FOR USE OF LIBRARY FACILITIES
APPLICANT RESPONSIBILITIES/HOLD HARMLESS AGREEMENT/INSURANCE INFORMATION**

1. I agree to conform to all rules, regulations and conditions imposed by the Board of Library Commissioners affecting or relating to the use of Library facilities.
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3. I further understand, as the user of any premises or facility described herein, that I must procure and shall maintain in full force and effect, during permitted use, a policy of insurance satisfactory to the City, or obtain a waiver of the requirement.
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Applicant Name:	Debbie Zhou		
Applicant Position:	Secretary/Livability Committee Chair		
Organization:	DLANC		
Address:			
Telephone:	(424) 261-8596	E-Mail:	Debby.zhou@dlanc.com
Request Venue:	Little Tokyo Meeting Room		
Event Date:	11/21/23	Event Time:	6:00-9:30 pm
Total Estimated Fees:	\$216		
Applicant Signature:			

ESTIMATED EVENT FEES

Facility Use Fee:	\$ waived	Deposit Due:		Date:	
Security Services:	\$ 216.00	Balance Due:	\$ 216.00	Date:	<u>Upon receipt</u>
Facility Coordinator:	<u>\$ 0.00</u>	Paid in Full:		Date:	
Audio-Visual Services:	<u>\$ 0.00</u>				
Custodial Services:	<u>\$ 0.00</u>				
Equipment Rental:	<u>\$ 0.00</u>				
Event Attendant:	<u>\$ 0.00</u>				
Library Total:	<u>\$</u>	PERMIT #:	64-041624		

LIBRARY USE ONLY

Insurance approved by Business Office/City Attorney _____
(date)

Permit is issued to applicant after all submittals approved _____
(date)

Approval Signature _____
Business Office or Branch Senior Librarian

Office of the City Clerk

Administrative Services Division

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Print/Type Name: Print/Type Name:

Date: Date: