

VOICES BOARD MEMBERS
Jaime Rabb, Chairperson
Dulce Vasquez, Vice Chairperson
Matthew Crawford, Corresponding Secretary
Sunny Keaton, Parliamentarian
Jason Saunders, Recording Secretary
Edward Garren, Treasurer
Parker Rand, At-Large Rep
Eric Chavez, Area 1 Rep
Javonne Sanders, Area 2 Rep
Abasi Patton, Area 3 Rep
Vacant, Area 4 Rep
Estuardo Mazariegos, Non-Profit Rep
Emmanuel Alcantar, Education Rep
Vacant, Youth Rep
Elizabeth Ebow, Housing Advocate Rep



BOP COMMITTEE MEMBERS
Sara Zurita (Co-Chair)
Jaime Rabb (Co-Chair and Board Member)
Sunny Keaton (Board Member)
Jason Saunders (Board Member)
Erica Helphand (Stakeholder)

“Special” Joint Board and Beautification, Outreach & Programming (BOP) Committee Agenda

Monday, February 27, 2023, 6:00PM

Zoom Meeting Online or By Telephone

<https://zoom.us/j/86417135485>

Dial (669) 900-6833 or (877) 853-5257 (Toll Free) to Join the Meeting

Then Enter This Webinar ID: 864 1713 5485

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- 1. Call to Order & Introductions**
- 2. Public Comment on non-agenda items (2 minutes per speaker)**
- 3. Approval of Minutes from BOP Committee January 2023 meeting**
- 4. Presentation & NPG Request from Mayra Santana, Dynasty's United Youth Association**
Proposed Action - Motion to APPROVE not to exceed \$5,000 to offer private tutoring to children K-12 within Voices NC boundaries. Perform BAC.
- 5. Reimbursement of USPS Mailbox Key 82160**
Proposed Action - Motion to APPROVE reimbursing Jaime Rabb \$15.00 for the purchase of 1 additional Voices NC mailbox key. Perform BAC.
- 6. Extra Storage Space Monthly Rate Change/Amend Current FY22-23 Budget**
Proposed Action - Motion to APPROVE the amended FY22-23 budget to reflect a new monthly rate for our storage unit at Extra Storage Space \$185.20. Perform BAC.
- 7. Promotional/Swag Items for Outreach/Events**
Proposed Action - Motion to APPROVE ordering hand sanitizers, bike lights, pens, safety vests and other items not to exceed \$4,000. Perform BAC.
- 8. Advertising Efforts including social**
Board Member - M. Crawford
Proposed Action - Motion to APPROVE paying for advertising on social and other outreach efforts not to exceed \$1,000. Perform BAC.
- 9. Block Party for Voices NC held in May/June 2023**
Board Member - D. Vasquez
Proposed Action - Motion to APPROVE hosting a block party in May/June timeframe not to exceed \$4,000. Perform BAC.
- 10. Beautification Planter Project on Vermont & Slauson**
Board Member - J. Saunders
Proposed Action - Motion to APPROVE painting, planting materials, succulents not to exceed \$1,000. Perform BAC.
- 11. Mural Projects for 2023 - Discussion/Report/possible action to bring to full board**
- 12. Banner Artwork/Redesign spearhead by Jason Saunders**
- 13. Council File 22-1070 - Neighborhood Council Meetings / EmpowerLA Virtual Governance (EVG) System / In-Person / Emergency Declarations**
Proposed Action - Motion to SUPPORT Council File 22-1070 and **APPROVE and SUBMIT** community impact statement.
- 14. Updates on Current Projects: Think Outside the Box (Electrical) Project Update, Vermont Square Branch Library Spring Festival (Wednesday, 3/29 from 4-5pm), Election Outreach**

15. Request for future agenda items

16. Adjourn

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- You can also receive our agendas via email by subscribing to [L.A. City's Early Notification System \(ENS\)](#)

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Beautification, Outreach & Programming (BOP) Committee Agenda **MINUTES**

Monday, January 23, 2023, 6:00PM

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- 1. Call to Order & Introductions 6:05pm; Sunny Keaton, Jaime Rabb, Sara Zurita, Jason Saunders, Abasi Patton are present**
- 2. Public Comment on non-agenda items (2 minutes per speaker)** Lily from Center of Inpowermeant stated they would be happy to share any Voices events/announcements on their newsletters. Abasi would like more events, outreach opportunities done in the community such as coffee event to pass out flyers, introduce the NC, etc.
- 3. Approval of Minutes from BOP Committee November 2022 meeting** Sunny 1st; Jason 2nd; motion approved.
- 4. Presentation by Caltrans District 7, Allison Queen, a Public Information Officer regarding Clean California Community Day" – March 25, 2023 - Discussion/Report/possible action to bring to full board**
March 17-27 beautification projects; plant trees; cleanups - can provide coloring books for kids; 5x5 coloring banner; trash bags, pickers, gloves, goggles - pick up centers in Metro in Hollywood - Litter Clean up Kids (backpacks) - 4 events ventura, compton, pomona, LA on 3/25/23 or 3/18/23. Hertz Corporation is supporting the events; Community clean up in the morning, tables/chairs, speakers, stage, activities for kids.
- 5. Vermont Square Library Spring Festival Event, Tabling partner on Wednesday, March 29, 2023 4-5pm**
Discussion/Report/possible action to bring to full board
Candy for kids as prizes; mandarin oranges, small water bottles; Bubble Performer (\$350); Library will give away books; Sunny approved supporting library event including bubble performer, candy, snacks, etc. not to exceed \$700; second by Jason. Motion passed to the February meeting with general board. Martha will send Jaime information to contact the performer - will need to submit event paperwork to City Clerk if approved by the full board.
- 6. Neighborhood Council Elections Outreach Strategy for 2023 Elections - Discussion/Report/possible action to bring to full board** - Voices NC Election date is Saturday, April 15, 2023; Candidate Filing ends on 1/30/23. Door to door outreach; candidate forums - informational on NC's - Jaime will reach out to each area rep to help organize a door to door flyer day; create flyer/hand out for the clean up event.
- 7. Discuss Promotional/Swag Items/Board shirts - Discussion/Report/possible action to bring to full board - Reorder swag items: bike lights (look at a higher end version), Pens, Hand Sanitizers (ask about less plastic bags/packaging of each item), Sara got a quote from Custom Ink for Hoodies \$26.93 (25 qty) /Long Sleeve (\$16.35 - 25 qty) - Jaime will reach out to the District Printing (previous company we used for t-shirts for a quote). Put on February agenda.**
- 8. Mural Projects for 2023 - Discussion/Report/possible action to bring to full board** Get local business (possible Singh / 711) involved to help pay for the mural; locate a place; Abasi mentioned that Rezo (local artist) does a lot of murals in our area on private properties. Abasi to text Jaime Rezo's IG. Jaime to ask what funding mural project on private property entails (Dept. of Cultrual Affairs, etc.). Put on February agenda.
- 9. Think Outside the Box (Electrical) Project Update/Timeline** Jaime will post the 2 artist that were chosen (whom we

don't have their contact info. because the file was lost) on our website/push FB requesting their contact info.

10. **Community Clean Up Event with CD 9 at Julian Dixon Park Update** (Date Saturday, 2/4/23 9am-12noon)
Announcement.
11. **Request for future agenda items;** *Next meeting will be moved to Monday, 2/27 at 6pm since Presidents Day on falls on 2/20; New Banner Artwork/ Design Discussion with Jason; Discuss Promotional/Swag Items/Board shirts, Mural Projects for 2023*
12. **Adjourn 7:39pm**

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Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Voices

SECTION I - APPLICANT INFORMATION

1a) Dynasty's United Youth Association 464912650 CA 08/2016
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 1117 W. Manchester Blvd., Suite A Inglewood CA 90301
Organization Mailing Address *City* *State* *Zip Code*

1c) _____
Business Address (if different) *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**

Dynasty Taylor (323) 306-2928 ext. 101 dtaylor@dynastysyouth.org
Name *Phone* *Email*

2) **Type of Organization- Please select one:**
 Public School *(not to include private schools)* or 501(c)(3) Non-Profit *(other than religious institutions)*
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**

3) _____
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

DUYA is requesting \$5,000 to sponsor 50 (K-12) students with individual private tutoring in the Voices district. Each private tutoring sponsorship will include four 60-minute private tutoring sessions. Services will be available to students online and/or in person, Monday-Friday between 2:00PM-8:00PM. Private tutors who are trained certified professionals will facilitate the services for English and Math Support.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

This grant will serve the community by keeping students off the street preventing students from falling behind grade level and provide free educational resources for parents in need.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	N/A	\$	\$
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	50 students x \$100 (sponsorship fee) = \$5,000	\$ 5,000	\$ 20,000
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
United Way	\$ 2,000	\$ 2,000
COVID Relief	\$ 2,500	\$ 2,500
Lids Foundation	\$ 5,000	\$ 5,000

9) What is the TOTAL amount of the grant funding requested with this application: \$ 5,000

10a) Start date: 02 / 01 / 23 10b) Date Funds Required: 02 / 28 / 23 10c) Expected Completion Date: 06 / 02 / 23
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST


11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:


Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No ***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*
Dynasty Taylor CEO/Founder  02/13/23
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Equiana Brown Secretary  02/13/23
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



DYNASTY'S UNITED YOUTH ASSOCIATION

Fact Sheet

WHO IS DYNASTY'S UNITED YOUTH ASSOCIATION (DUYA)?

We are a 501-c3 community based non-profit organization that operates in Los Angeles County.

WHO WE SERVE

We serve youth grades K-12, including students who are enrolled in special education programs. We operate both online and in-person.

MISSION

DUYA's mission is to enable children and youth from disadvantaged communities to break the cycle of poverty by providing equitable access to education, mental health, and supportive programs that help them thrive, become self-sufficient and socially responsible.

VISION

We continuously strive to enter the most vulnerable and neglected neighborhoods and build a bridge of resources that helps students find a sense of purpose that brings meaning to their lives.



Services



TUTORING/HOMEWORK ASSISTANCE

Individual and small group tutoring sessions for ELA, Math, Science, History, Reading, Writing, and Test-preparation. Including pre- post diagnostics, project-based learning, goal setting, and social-emotional learning.



JOB READINESS

Include resume building, cover letters, and mock interviews. DUYA provides internships & apprenticeships for ages 14-18.



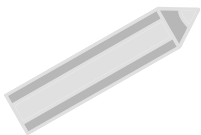
MENTAL HEALTH, MENTORING, & IEP SUPPORT

Intake assessments, case management, individual counseling, peer mentorship groups, life & social skills groups, psychoeducation support for parents.



COLLEGE/CAREER PREP

Assistance with college applications, scholarship applications, personal statements, and college and career exploration for ages 14-18. Provides 5-10 week workshops assisting with entire matriculation workshops.



SAT/ACT PREP

We offer study halls, practice tests, strategy building workshops and on-on-one/group tutoring for students ages 14-18.



VOLUNTEER HOURS

We offer community service completion hours to high school/college students and community members.

For more information please contact:

Phone: (323) 306-2928

Website: www.dynastysyouth.org

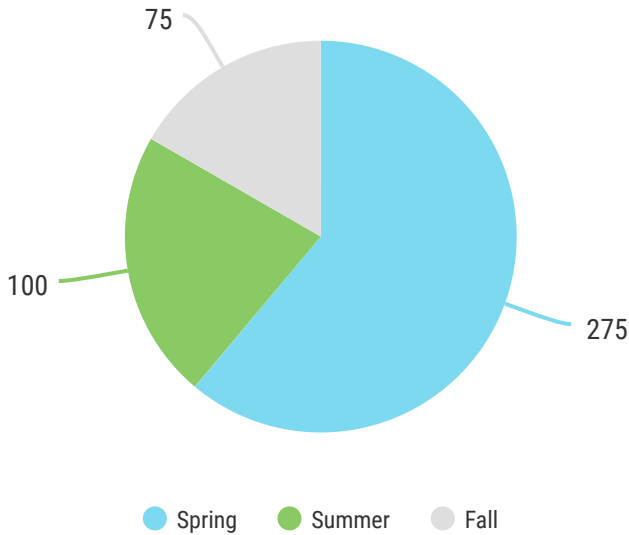


@dynastysunitedyouthassoc



Annual Impact Report 2021

Semester Breakdown



total students served in 2021

450



90% of our students qualify for free or reduced school meals

total students served since 2014

2,000+

30% of students served were from outside of LA County

DU-YA KNOW?

Population

60% of the students we served last year had some form of a mental or learning disability

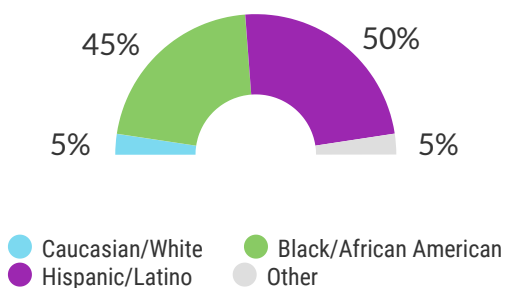
Examples of types of mental/learning disabilities we served

Special needs (ADHD, ADD, Dyslexia, etc.)

ELA (English Language Learners)

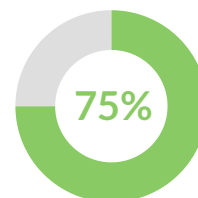
Speech & Language Disorders

Demographics



Hybrid Learning Module

Since DUYA's COVID-19 initiative in 2020, we have converted our program to a hybrid model. Therefore, we have been able to reach more students virtually.

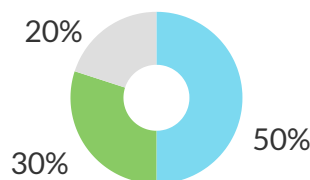


● Virtual ● In-Person

*22% of our virtual students came from our partnership with the Los Angeles Public Libraries

**COVID-19 Learning Loss update: 70% of our students were able to remain on grade level due to the Math & Language Arts interventions provided through our Hybrid Learning Model.

Workshops



● Workshops*
● Counseling
● College Readiness

*Life & Social Skills, Beginner Spanish, Arts & Crafts, S.T.E.M.

Tutoring/Homework Assistance



● Private Tutoring
● Homework Lab



Dynasty's United Youth Association
1117 W. Manchester Blvd Suite A
Inglewood, CA 90304

On behalf of the Los Angeles Public Library, I am writing in support of Dynasty's United Youth Association. We strongly support her work which focuses on strengthening and building the youth in underserved communities by providing unlimited and accessible resources to children and families, which in return will help them to reach their personal and professional goals in any field they choose to conquer.

As an organization that currently partners with Dynasty's United Youth Association to provide no-cost tutoring to students in low-income neighborhoods, we are committed to projects that educate, enrich, and empower every individual in our city's diverse communities. Given the tremendous success of the tutoring service at five branch libraries, we wish to expand the partnership to other community libraries.

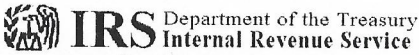
We acknowledge the specific roles and responsibilities we will fulfill in this partnership which include:

- Forming a genuine partnership to increase and enhance the educational and career resources in underserved communities to at-risk youth
- Provide free and easy access to books, information, ideas, and technology available at any of our 73 libraries in Los Angeles (virtually / remote learning)

Dynasty Taylor takes full responsibility in leading and providing at-risk youth with free tutoring, homework assistance, college and career advisement, job-readiness workshops, and peer mentoring (social and communication) workshops to increase and enhance the educational and career resources in underserved communities. Dynasty is helping to eradicate barriers amongst at-risk children and families in our communities and achieving educational equity.

Sincerely,

Jené Brown
Associate Director, Engagement and Outreach
City of Los Angeles Public Library
630 West 5th Street
Los Angeles, CA 90071



P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0752435463
Dec. 03, 2019 LTR 4168C 0
46-4912650 000000 00

00031069
BODC: TE

DYNASTYS UNITED YOUTH ASSOCIATION
1117 W MANCHESTER BLVD STE A
INGLEWOOD CA 90301-1586



053972

Employer ID number: 46-4912650
Form 990 required: YES

Dear Taxpayer:

We issued you a determination letter in AUGUST 2016, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c) (3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Section 509(a)(2).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.



RAMIREZ
5115 S FIGUEROA ST
LOS ANGELES, CA 90037-9998
(800)275-8777

02/14/2023 09:21 AM

Product	Qty	Unit Price	Price
Key Fee			\$10.00
Box Number: 82160			
Keys Delivered: 1			
Key Deposit			\$5.00
Key Count: 1			
Key Number: 68358			
Total			\$15.00
Grand Total:			\$15.00
Cash			\$20.00
Change			-\$5.00

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Go to: <https://postalexperience.com/Pos>
or scan this code with your mobile device.



or call 1-800-410-7420.

UFN: 054575-0051
Receipt #: 840-59000065-1-4515467-2
Clerk: 03



Voices Neighborhood Council
1031 W. 48th St.
Los Angeles, CA 90037-2919

Place
Postage
Stamp
Here

Extra Space Storage
1701 W Slauson Ave
Los Angeles, CA 90047

3599

Extra Space Storage
1562 - Los Angeles - Slauson Ave
1701 W Slauson Ave
Los Angeles, CA 90047
(323) 243-1017

Notification Date 02/05/2023
Re: Account ID 1006378707
Unit # 2105

RATE CHANGE NOTICE

Dear Voices Neighborhood Council,

Thanks for choosing Extra Space to keep your belongings safe! As a month to month rental provider, our rates are reviewed and adjusted depending on current market conditions. As a result, we are writing to let you know that effective 03/13/2023, your monthly rate for unit 2105 will increase to \$171.00.

Monthly Rent Rate:	\$171.00
Monthly Insurance Rate:	\$14.20
Monthly Tax Amount:	\$0.00
Total Due Monthly:	\$185.20

In case you choose to move out of your unit, please submit 10 days notice to your store manager and fully empty your space.

This Rate Change Notice will only go into effect to the extent permitted by applicable law. If the postmark date of this notice is less than 30 days from the effective date above, the changes will be applied on the following monthly due date. If you have any questions about your monthly rate, please call us (323) 243-1017.

20220913 RATEINCR

Office of the City Clerk
Neighborhood Council Funding Program
Fiscal Year Administrative Packet

Neighborhood Council: Voices
Fiscal Year: 2022 - 2023

NEIGHBORHOOD COUNCIL FUNDING PROGRAM FISCAL YEAR ADMINISTRATIVE PACKET

Summary

The Administrative Packet provides for a more comprehensive and complete record of all items that support the Neighborhood Councils' (NC) fiscal and administrative operations, including its annual budget, Financial Officers, and any commitments for NC office space, storage facility, P.O. Boxes, etc.

Goal(s)

The goal(s) of the Administrative Packet is to make it easier for NCs to identify, plan, and confirm, via a board vote, all fiscal and administrative requirements upfront each year so that our Office can prepare for and process funding requests and resulting contracts judiciously and expeditiously.

The Packet contains the following items:

- NC Funding Program Acknowledgements & Agreements – Signed by all Financial Officers
 - **If a new Financial Officer is being appointed for the new Fiscal Year, please check the appropriate box for the Financial Officer(s).**
- Completed Annual Budget
- Information pertaining to office space, meeting space, storage facility, Post Office Box (P.O. Box), and website services, as applicable.

Procedure

On a yearly basis, we require each NC to discuss, prepare, and approve the Administrative Packet. Once the NC board has voted on the Packet, the Packet and the completed Board Action Certification (BAC) Form are to be submitted to the NC Funding Program.

Your NC Treasurer can submit both documents, the Packet and BAC, by uploading them in the NC Funding System portal, Budget Allocation section, immediately after Board approval. Once received, reviewed, and accepted by our Program, your NC will gain full access to its funds. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

As our Program awaits your Packet submission, access to your NC funds will be limited to \$333.00 per month, until the annual budget, Administrative Packet, and BAC have been received and accepted. This limited amount is intended to assist your NC operationally for expenses related to conducting your NC meetings, i.e. meeting facility use fees, printing and photocopying of meeting documents, meeting refreshments/snacks, professional staff services.

If you have questions or require any assistance regarding the packet, please feel free to email us at clerk.ncfunding@lacity.org or call us at 213-978-1058.

**NEIGHBORHOOD COUNCIL FUNDING PROGRAM
FINANCIAL OFFICERS LETTER OF ACKNOWLEDGEMENT & AGREEMENT**

We, the undersigned, do hereby declare that as a result of an official action of the Governing Body of the Neighborhood Council (NC) named below:

- (1) we are authorized to request City funding to support NC general operations,
- (2) all items or services described or included in any related funding requests are exclusively intended to further the goals and objectives of the Neighborhood Council, and
- (3) all reasonable precautions shall be exercised by the undersigned to fully safeguard, control and account for all use of funds. Proper accountability of all City funds is critical to the success of the NC Funding Program.

Therefore, by the signature(s) below, and on behalf of the Neighborhood Council named below, WE HEREBY AGREE to the terms and conditions as set forth in this Letter of Acknowledgement and all related documents as provided by the City, agree to expend funds in accordance with any applicable City rules, policies or procedures, and specifically agree to expend monies received by the Office of the City Clerk solely for public purposes relating to the goals and purposes of the Neighborhood Council named below, consistent with the scope and authority under the City Charter, the Plan for a Citywide System of Neighborhood Councils and any implementing ordinances. We have attended and participated in the City-provided training relating to the NC Funding Program.

WE FURTHER ACKNOWLEDGE and WE AGREE to comply with any requirements regarding use of the NC funds. WE AGREE to provide NC financial reports and/or supporting documentation to the Office of the City Clerk, Neighborhood Council Funding Program as requested and at monthly meetings to the Governing Body and stakeholders of the NC named below. WE AGREE that the Office of the City Clerk and other City representatives may make on-site visits to inspect and review all NC financial records, upon providing reasonable advance notice to the NC Treasurer or designated representatives.

WE ACKNOWLEDGE THAT A NEW LETTER OF ACKNOWLEDGEMENT MUST BE FILED IF THERE IS ANY CHANGE OF FINANCIAL OFFICERS.

Neighborhood Council Financial Officers - Names and Signatures:

Treasurer

Please check here if a new Treasurer is being appointed

SIGNATURE OF THE TREASURER

Edward Garren

PRINT NAME OF THE TREASURER

Treasurer

BOARD POSITION

DATE

treasurer@voicesnc.org

EMAIL

PHONE NUMBER

CONTINUES OTHER SIDE

2nd Signer

Please check here if a new 2nd Signer is being appointed

SIGNATURE OF THE 2ND SIGNER

Jaime Rabb

PRINT NAME OF THE 2ND SIGNER

Chair

BOARD POSITION

DATE

chair@voicesnc.org

EMAIL

310-963-6704

PHONE NUMBER

Alternate Signer

(If not applicable, please indicate "N/A")

Please check here if a new Alt. Signer is being appointed

SIGNATURE OF THE ALTERNATE SIGNER

Matthew Crawford

PRINT NAME OF THE ALTERNATE SIGNER

Corresponding Secretary

BOARD POSITION

DATE

correspondingsecretary@voicesnc.org

EMAIL

951-254-1531

PHONE NUMBER

1st Bank Cardholder

Please check here if a new Cardholder is being appointed

SIGNATURE OF THE 1ST BANK CARD HOLDER

Jaime Rabb

PRINT NAME OF THE 1ST BANK CARD HOLDER

Chair

BOARD POSITION

DATE

chair@voicesnc.org

EMAIL

310-963-6704

PHONE NUMBER

2nd Bank Cardholder

Please check here if a new Cardholder is being appointed

SIGNATURE OF THE 2ND BANK CARD HOLDER

Matthew Crawford

PRINT NAME OF THE 2ND BANK CARD HOLDER

Corresponding Secretary

BOARD POSITION

DATE

Correspondingsecretary@voicesnc.org

EMAIL

951-254-1531

PHONE NUMBER

***** Bank Cardholders, please read further next page *****

**NEIGHBORHOOD COUNCIL FUNDING PROGRAM
BANK CARDHOLDER ACKNOWLEDGEMENT &
AGREEMENT OF RESPONSIBILITIES**

This document outlines the responsibilities that I, as the Neighborhood Council Bank Cardholder, have as the primary custodial holder of a City Los Angeles Neighborhood Council (NC) Bank Card, referred herein as "the card" for the Neighborhood Council named below. My signature indicates that I have read and understand these responsibilities and further, that I agree to adhere to the guidelines established by the Office of the City Clerk and approved by the City Controller for the use of City funding as it relates to the Neighborhood Council Funding Program.

1. I understand that the City of Los Angeles Neighborhood Council Card is intended to facilitate the purchase and payment of materials or services required for the conduct of official Neighborhood Council business only.
2. I agree to make only those purchases consistent with the type of purchases authorized by the Office of the City Clerk and approved by the NC Governing Board.
3. I understand that under no circumstances will I use the Card to make personal purchases either for myself or for others. The Card is issued in the name of the Neighborhood Council and I serve as the Card custodian. I agree that should I willfully violate the terms of this Agreement and use of the Card for personal use or gain that I will reimburse the City of Los Angeles for all incurred charges and any fees related to the collection of those charges.
4. Uses of the Card not authorized by the Office of the City Clerk can be considered misappropriation of City funds. This could result in (a) immediate and irrevocable forfeiture of the Card, and /or (b) potential de-certification action. I understand that the Card must be surrendered upon termination of any official position with the Neighborhood Council to which the card is issued. I agree to maintain the Card with appropriate security whenever and wherever I or any other authorized person may use the Card. If the Card is stolen or lost, I agree to immediately notify the Office of the City Clerk.
5. I understand that since the Card is the property of the Bank and authorized for issue by the City of Los Angeles, I am required to comply with internal control procedures designed to protect City assets. This may include being asked to produce the Card, receipts, and/or statements to validate its existence and to audit its use.
6. I understand that I will have access to the Funding Program System portal via the Internet where all card transactions will be posted by the Bank when the card is used. I understand that I am required to obtain itemized receipts for all card transactions and upload the itemized receipts to the Funding Program System portal to verify the posted card transaction. Uploading the required itemized receipt is necessary for my NC Monthly Expenditure Report (MER) to be generated by the Funding Program System portal. The MER must be reviewed and approved by the NC Governing Board before being submitted to the Office of the City Clerk as a complete Report.
7. I understand that all transactions on the Card will reduce the funds available to the NC. I understand that the Bank will not accept any limit increases from me.
8. I understand that the Card is solely provided to the designated NC cardholder and that assignment of the Card is based on the understanding that I need to purchase materials required for the conduct of Neighborhood Council business. I understand that custodial possession of the Card is not an entitlement nor reflective of title or position.
9. As a Neighborhood Council Financial Officer, I have signed and received a copy of both the NC Funding Program Bank Cardholder Agreement of Responsibilities and Financial Officers Letter of Acknowledgement, have attended and completed the required NC Funding Program training, and understand the requirements and limitations regarding the NC Bank Card's use.

PLEASE SIGN NEXT PAGE

1st Bank Cardholder

SIGNATURE OF THE 1st BANK CARD HOLDER

Jaime Rabb

PRINT NAME OF THE 1st BANK CARD HOLDER

DATE

2nd Bank Cardholder

SIGNATURE OF THE 2nd BANK CARD HOLDER

Matthew Crawford

PRINT NAME OF THE 2nd BANK CARD HOLDER

DATE

NEIGHBORHOOD COUNCIL FUNDING PROGRAM
ANNUAL BUDGET TEMPLATE – FISCAL YEAR 2020-2021

The annual budget is a plan for the utilization of the NC’s financial resources. It should be used as a strategic financial road map to conduct activities and efforts that will help the NC achieve its mission, goals, and objectives. The budget should include the input of stakeholders, be accessible, and comply with the rules that govern the use of NC public funds.

As a planning tool, the annual budget allows the NC board to allocate its funds, both regular annual funds and rollover funds, if any, into the following Expenditure Categories:

1. General and Operational Expenditures
 - i. **Office/Operational**
 - ii. Outreach
 - iii. Elections
2. Neighborhood Purposes Grants (NPGs)
3. Community Improvement Projects (CIPs)

With the exception of certain expenditures related to Office/Operational items, the annual budget cannot be used as authorization or approval of actual payments to vendors. All payments related to Outreach purchases, activities, and events, Elections, NPGs, and CIPs must be considered and approved through separate board motions, not as part of the board approval of the annual budget.

The annual budget may be accepted as authorization for payment for certain monthly and recurring **Office/Operational expenditures only**, such as those listed below, when itemized in the Office/Operational Expenditure Category. Please see the sample itemized Office/Operational budget allocations next page.

1. Office lease payments
2. Office supplies and equipment expenses, not including inventory items
3. Storage facility lease payments
4. P.O. Box payments
5. Office telephone and Internet services
6. Refreshments/snacks for board/committee meetings
7. Website hosting and maintenance services
8. Professional meeting/office-related services, i.e. translators, minute-takers, audio services
9. Printing and copying for meetings/office-related purposes only
10. Printing NC business cards

The annual budget template form provided here is an optional tool. Your Neighborhood Council may submit its annual budget on a form different from this template as long as it only contains the same budget allocation Expenditures Categories listed above.

For more details on the Administrative Packet, Fiscal Year annual budget, and rollover of funds unspent at the end of the Fiscal Year, please review the Policies and Guidelines, Policy 1.1, found on our website: <https://clerk.lacity.org/clerk-services/nc-funding>

**Sample Itemized Budget Allocations for
Office/Operational Expenditures**

Office/Operational Expenditures Category	
<i>Office Rent (\$500/month x 12 months)</i>	<i>\$6,000.00</i>
<i>Office Supplies (paper, ink, staples, pens, binders, business cards, etc.)</i>	<i>\$500.00</i>
<i>Printer/Copy Machine Lease</i>	<i>\$1,500.00</i>
<i>Internet Service (Spectrum)</i>	<i>\$1,000.00</i>
<i>Telephone Service (Ooma)</i>	<i>\$500.00</i>
<i>Website Hosting and Maintenance</i>	<i>\$1,500.00</i>
<i>Printing and Photocopying for Meetings</i>	<i>\$300.00</i>
<i>Meeting Facility Fees (Riverside Elementary School)</i>	<i>\$1,500.00</i>
<i>Minute-Taker for Meetings (AppleOne)</i>	<i>\$1,500.00</i>
<i>Refreshments/Snacks for Meetings</i>	<i>\$1,200.00</i>
Total Office/Operational Expenditures \$15,500.00	

NEIGHBORHOOD COUNCIL FUNDING PROGRAM

LEASES & AGREEMENTS

Please complete the following information, as applicable, for any leases or service agreements your NC currently has or plans on securing in the Fiscal Year involving office space, meeting space, storage facilities, P.O. Boxes, and/or website services. If sections below do not apply to your NC, please select NA on the sections that do not apply. If you have more than one Meeting Location, then please provide the same information on an additional page. The information provided on this form is to confirm services that an NC may currently have or that it would like to secure in the Fiscal Year which may require a City agreement. If an agreement needs to be drafted from the information provided, the NC board will be notified and advised to agendaize and approve the drafted agreement at a future board meeting; The approval the Administrative Packet/annual budget does not replace the vote the board will need to take to approve any agreements needed.

Office Location:

<input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA	
Property Name:	
Property Address:	
Property Owner Name:	
Property Owner Phone Number:	
Property Owner Email:	

Meeting Location:

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input checked="" type="checkbox"/> Donated <input type="checkbox"/> NA	
Property Name:	Vermont Square Library
Property Address:	1201 W. 48th Street
Property Owner Name:	Los Angeles Public Library
Property Owner Phone Number:	Martha Sherod, 323-290-7405
Property Owner Email:	msherod@lapl.org

Storage Facility:

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Facility Name/Owner	Extra Space Storage
Facility Address:	1701 W. Slauson Blvd., Los Angeles, 90047
Facility Owner Phone Number:	323-243-1017
Facility Owner Email:	extraspacespace@mail.extraspacespace.com
Name on Facility Account:	City of Los Angeles - City Clerk/Albert Farias, Voices NC

P.O. Box:

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Property Name/Owner:	US Post Office
NC P.O. Box Address	Voices NC, PO Box 82160, Los Angeles, CA 90082
Property Owner Address:	5115 S. Figueroa St., Los Angeles, CA 90037
Property Owner Phone Number:	800-275-8777
Property Owner Email:	N/A
Name on P.O. Box Account:	City of Los Angeles, City Clerk/Albert Farias, Voices NC

Website Services:

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Name of Website Services Provider:	Web Corner
Service Provider Address:	19509 Ventura Blvd., Tarzana, CA 91356
Service Provider Phone Number:	818-345-7443
Service Provider Email:	anna@webcorner.com
Type of Services Provided:	Hosting of voicesnc.org, email server, and monthly website maintenance

When the Board completes and approves the Admin Packet, the NC Treasurer may submit the Packet and BAC Form online in the NC Funding System portal, Budget Allocation section. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

Please contact our Office for any questions you may have. We are here to help.
Clerk.NCFunding@lacity.org
 (213)978-1058

Knightsbridge Industries Inc.
 527 N Azusa Ave #133
 Covina, CA 91722

 Phone: 626.744.7797
 Email: sales@kbind.us

 PO/Ref #:
 Job #: 83316
 Date: Feb 2, 2023

Bill To:

 Voices Neighborhood Council
 Jaime Rabb
 1031 W. 48th St.
 Los Angeles,, CA 90037


 Phone: (310)963-6704
 Email: vnccorrsec18@gmail.com

Ship To:

 Voices Neighborhood Council
 Jaime Rabb
 1031 W. 48th St.
 Los Angeles,, CA 90037

 Phone: (310)963-6704
 Email: vnccorrsec18@gmail.com

Salesperson Manny Gonzalez	Ship Via Ground	Est. Ship Date	Payment Terms Net 15 - Check
-------------------------------	--------------------	----------------	---------------------------------

Qty	Item #	Description	Unit Price	Ext. Price
500	BVYYO-HKZIJ	 Credit Card 0.68 oz Hand Sanitizer Color: Blue Size: .68 oz Imprint: 1 color / 1 location	\$1.89	\$945.00
	ADDCHG	Additional charges for Credit Card 0.68 oz Hand Sanitizer Setup Charge: \$55.00	\$55.00	\$55.00

Subtotal	\$1,000.00
S&H	\$95.00
Tax (9.5%)	\$95.00
Total	\$1,190.00

Quote Acceptance

If this quote is acceptable, please sign below and return.

Authorized Signature: _____ Print Name: _____ Date: _____

Knightsbridge Industries Inc.
 527 N Azusa Ave #133
 Covina, CA 91722

 Phone: 626.744.7797
 Email: sales@kbind.us

 PO/Ref #:
 Job #: 83317
 Date: Feb 2, 2023

Bill To:

 Voices Neighborhood Council
 Jaime Rabb
 1031 W. 48th St.
 Los Angeles,, CA 90037


 Phone: (310)963-6704
 Email: vnccorrsec18@gmail.com

Ship To:

 Voices Neighborhood Council
 Jaime Rabb
 1031 W. 48th St.
 Los Angeles,, CA 90037

 Phone: (310)963-6704
 Email: vnccorrsec18@gmail.com

Salesperson Manny Gonzalez	Ship Via Ground	Est. Ship Date	Payment Terms Net 15 - Check
-------------------------------	--------------------	----------------	---------------------------------

Qty	Item #	Description	Unit Price	Ext. Price
1000	QNAPL-JYWTW	 Benson SM Stylus Metallic click Pen Color: Orange Imprint: 1 color / 1 location	\$0.45	\$450.00
	ADDCHG	Additional charges for Benson SM Stylus Metallic click Pen Setup Charge: \$28.00	\$28.00	\$28.00

Subtotal	\$478.00
S&H	\$37.00
Tax (9.5%)	\$45.41
Total	\$560.41

Quote Acceptance

If this quote is acceptable, please sign below and return.

Authorized Signature: _____ Print Name: _____ Date: _____

Knightsbridge Industries Inc.
 527 N Azusa Ave #133
 Covina, CA 91722

 Phone: 626.744.7797
 Email: sales@kbind.us

 PO/Ref #:
 Job #: 83318
 Date: Feb 2, 2023

Bill To:

 Voices Neighborhood Council
 Jaime Rabb
 1031 W. 48th St.
 Los Angeles,, CA 90037


 Phone: (310)963-6704
 Email: vnccorrsec18@gmail.com

Ship To:

 Voices Neighborhood Council
 Jaime Rabb
 1031 W. 48th St.
 Los Angeles,, CA 90037

 Phone: (310)963-6704
 Email: vnccorrsec18@gmail.com

Salesperson Manny Gonzalez	Ship Via Ground	Est. Ship Date	Payment Terms Net 15 - Check
-------------------------------	--------------------	----------------	---------------------------------

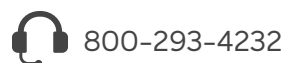
Qty	Item #	Description	Unit Price	Ext. Price
250	JNVUF-LPNKQ	 Magna Clip Personal Safety Light Color: Blue Size: 6.125" L x 0.75" W x 1.125" H Imprint: 1 color / 1 location	\$3.60	\$900.00
	ADDCHG	Additional charges for Magna Clip Personal Safety Light Setup Charge: \$55.00	\$55.00	\$55.00

Subtotal	\$955.00
S&H	\$48.00
Tax (9.5%)	\$90.73
Total	\$1,093.73

Quote Acceptance

If this quote is acceptable, please sign below and return.

Authorized Signature: _____ Print Name: _____ Date: _____



Design Name: **safetyvest**

Last saved on: February 18, 2023

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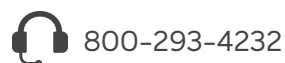
Kishigo Class 2 Mesh Safety Vest \$657.30
Orange | Screen Printing
Qty 30 @ \$21.91 each
L/XL 20 S/M 5 2XL/3XL 5
[Edit Sizes](#) | [Add Another Color](#)

Order Summary

Subtotal (Qty 30) \$657.30
Delivery \$0.00
Shipping to Los Angeles, CA [change](#)
Tax (CA) \$62.44
[Apply tax exemption](#)
[Have a voucher code?](#)

Total **\$719.74**

[Proceed to Checkout](#)



Design Name: safetyves2

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safetyves2 [Edit Design](#) [Add Notes](#)



Kishigo Class 2 Mesh Safety Vest \$740.10

Orange | Screen Printing

Qty 30 @ \$24.67 each

L/XL 20 2XL/3XL 5 S/M 5

[Edit Sizes](#) | [Add Another Color](#)

Order Summary

Subtotal (Qty 30) \$740.10

Delivery \$0.00

Shipping to Los Angeles, CA [change](#)

Tax (CA) \$70.31

[Apply tax exemption](#)

[Have a voucher code?](#)

Total **\$810.41**

[Proceed to Checkout](#)



Design Name: safeyello

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


TALK TO A REAL PERSON
800-293-4232



CHAT WITH A REAL PERSON
Chat Now

Your cart

safeyello [Edit Design](#) [Add Notes](#) 



Kishigo Class 2 Mesh Safety Vest \$817.20

Lime | Screen Printing

Qty 30 @ \$27.24 each

S/M 5 L/XL 20 2XL/3XL 5

[Edit Sizes](#) | [Add Another Color](#)

Order Summary

Subtotal (Qty 30)	\$817.20
Delivery	\$0.00
Shipping to Los Angeles, CA change	
Tax (CA)	\$77.63
Apply tax exemption	
Have a voucher code?	

Total **\$894.83**

[Proceed to Checkout](#)



**VOICES NEIGHBORHOOD
COUNCIL
General Board**



02/27/2023
RE: Council File: 22-1070

Los Angeles City Council

Via Email

Dear Members of Los Angeles City Council,

The Voices Neighborhood Council on February 27, 2023 voted TK-TK-TK to SUPPORT, Council File 22-1070 if individual Neighborhood Councils may be granted the flexibility to select preferred meeting options (virtual, in-person or hybrid).

Since all Neighborhood Councils have been meeting virtually since March 2020 when Governor Newsom declared an emergency in the state of California due to COVID-19 and signed Executive Order #N-29-20 which modified the “Brown Act” to permit local bodies to meet virtually including neighborhood councils, we have had an increase in general public participation and more robust meetings and deeper community engagement than before.

Additionally, virtual meetings have ensured more board member and stakeholder participation which has helped alleviate travel to and from meetings as well as childcare needs at home.

With that said, we do have concerns that some of our neighbors/stakeholders who are unhoused or who do not have access to the internet may be left out. We ask that the City 1) help make virtual meetings a permanent option while ensuring a sustainable hybrid model approach where the NC may decide to have in-person meetings to engage in those without internet access. 2) work with state legislature and the Governor to modify the Brown Act, if needed, to accomplish a permanent virtual meeting option.

Sincerely,

Jaime Rabb
Chairperson
chair@voicesnc.org

CC: Councilmember Curren Price, Bryce Rosauero, Deputy for CD9

Board Members

CHAIRPERSON

Jaime Rabb

VICE-CHAIRPERSON

Dulce Vasquez

CORRESPONDING SECRETARY

Matthew Crawford

RECORDING SECRETARY

Jason Saunders

TREASURER

Edward Garren

PARLIAMENTARIAN

Sunny Keaton

EDUCATION REPRESENTATIVE

Emmanuel Alcantar

AREA 1 REPRESENTATIVE

Eric Chavez

AREA 2 REPRESENTATIVE

Javonne Sanders

AREA 3 REPRESENTATIVE

Abasi Patton

AREA 4 REPRESENTATIVE

Vacant

AT-LARGE REPRESENTATIVE

Parker Rand

**COMMUNITY/NONPROFIT
REPRESENTATIVE**

Estuardo Mazariegos

HOUSING REPRESENTATIVE

Elizabeth Ebow

YOUTH REPRESENTATIVE

Vacant