

**OFFICERS:**

PRESIDENT Sheila Irani  
VICE-PRESIDENT Jim Van Dusen  
TREASURER Leslee Jones  
SECRETARY Chad McMurray



**BOARD MEMBERS:**

Georgette Darby John Schaefer  
Maria Anna Kochoa Mark Millner  
Noelle North Norris Oliver Alvarez  
Paul Barbosa Shane Kalminski

HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL  
Certified Council #52,  
P.O. Box 3272 Los Angeles, CA 90078  
www.MyHUNC.org email us at Info@MyHUNC.org

**BOARD MEETING MINUTES**

**Monday, September 11, 2023, 6:30 PM**  
**Fire Station 82 Annex**  
**1800 N. BRONSON AVENUE, L.A., CA 90028**  
**Second Floor Conference Room**

Meeting Exhibits:  
[http://hollywoodunitednc.org/wp-content/uploads/2023/09/HUNC\\_Board\\_Exhibits\\_9-23.pdf](http://hollywoodunitednc.org/wp-content/uploads/2023/09/HUNC_Board_Exhibits_9-23.pdf)

Welcome

**6:30 PM start**

1. Roll Call

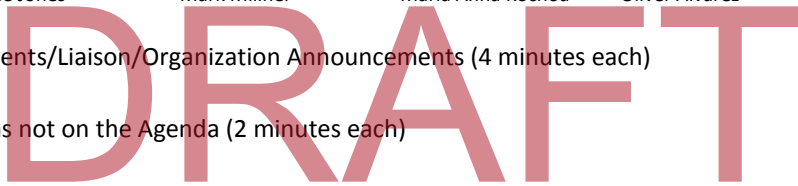
**Attending**

Sheila Irani Jim Van Dusen Georgette Darby John Schaefer Chad McMurray Paul Barbosa  
Shane Kalminski Leslee Jones Mark Millner Maria Anna Kochoa Oliver Alvarez Noelle North Norris

2. Elected Offices/Departments/Liaison/Organization Announcements (4 minutes each)

3. Public Comment on items not on the Agenda (2 minutes each)

4. Administrative Motions



A) Consent Calendar

Every item on the Consent Calendar will be considered bundled and will be voted on as a single item. If a Board Member or Stakeholder has an objection to an item being on the Consent Calendar, they need to raise that objection to an item and ask to have that item or items considered separately. There will be no discussion or comment on the substance of any item unless it is removed from the Consent Calendar. Removed items will be moved to the end of the agenda for consideration, or earlier within the discretion of the Chair. The Consent Calendar includes:

1. Minutes February 2023 Meeting

**Minutes are approved**

**Motion:** Sheila Irani      **Second:** Georgette Darby      **Result:** Yes-12, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Chad McMurray Georgette Darby Jim Van Dusen John Schaefer Leslee Jones Maria Anna Kochoa  
Mark Millner Noelle North Norris Oliver Alvarez Paul Barbosa Shane Kalminski Sheila Irani

2. Minutes from August 16, 2023 Special Board Meeting

**Minutes are approved**

**Motion:** Sheila Irani      **Second:** Noelle North Norris      **Result:** Yes-12, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Chad McMurray Georgette Darby Jim Van Dusen John Schaefer Leslee Jones Maria Anna Kochoa  
Mark Millner Noelle North Norris Oliver Alvarez Paul Barbosa Shane Kalminski Sheila Irani

3. AUGUST Monthly Expense Report

**MER is approved.**

**Motion:** Sheila Irani                      **Second:** Chad McMurray                      **Result:** Yes-12, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Chad McMurray	Georgette Darby	Jim Van Dusen	John Schaefer	Leslee Jones	Maria Anna Kochoa
Mark Millner	Noelle North Norris	Oliver Alvarez	Paul Barbosa	Shane Kalminski	Sheila Irani

- B) Discussion and possible motion to add to appendix of Ad Hoc Hollywood Sign Advisory Committee report all written communications received from stakeholders by Hollywood United Neighborhood Council that have been forwarded to Board

**Motion Made: Motion to add to appendix of Ad Hoc Hollywood Sign Advisory Committee report all written communications received from stakeholders by Hollywood United Neighborhood Council that have been forwarded to Board**

**Motion:** Sheila Irani                      **Second:** Jim Van Dusen                      **Result:** Yes-12, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Chad McMurray	Georgette Darby	Jim Van Dusen	John Schaefer	Leslee Jones	Maria Anna Kochoa
Mark Millner	Noelle North Norris	Oliver Alvarez	Paul Barbosa	Shane Kalminski	Sheila Irani

- C) Discussion of current fiscal year budget and possible motion to add \$10,000 to the neighborhood purposes grant (NPG) budget for this fiscal year from the full rollover amount as per City Clerk.

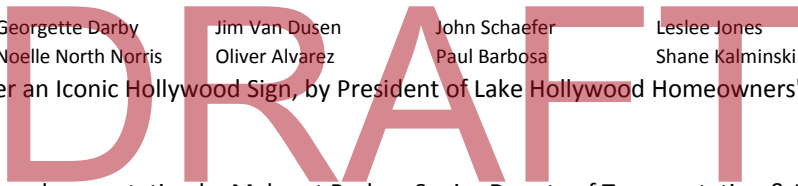
**Motion passes**

**Motion Made: Motion to add \$10,000 to the neighborhood purposes grant (NPG) budget for this fiscal year from the full rollover amount as per City Clerk.**

**Motion:** Sheila Irani                      **Second:** Leslee Jones                      **Result:** Yes-12, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Chad McMurray	Georgette Darby	Jim Van Dusen	John Schaefer	Leslee Jones	Maria Anna Kochoa
Mark Millner	Noelle North Norris	Oliver Alvarez	Paul Barbosa	Shane Kalminski	Sheila Irani



- 5. Presentation of Life under an Iconic Hollywood Sign, by President of Lake Hollywood Homeowners' Association (LHHA), Kristina O'Neil

- 6. Discussion and informational presentation by Mehmet Berker, Senior Deputy of Transportation & Infrastructure, Council District 4

Hollywood Sign and Western Griffith Park Action Plan

Council District 4 will present to the Hollywood United Neighborhood Council on their Hollywood Sign and Western Griffith Park Action Plan, which is a proposed suite of implementation explorations and measures, community engagement steps, and governance changes being sought to help mitigate negative impacts of visitorship to Hollywood Sign vista locations and Griffith Park entrances. As a part of this Action Plan, five motions have recently been introduced by Council District 4 into council, and information on each will be shared as part of the presentation. Those motions are 23-0653, 23-0701, 23-0705, 23-0706, 17-1115-S1, and 23-0721.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=23-0706>

- 7. Presentation of Hollywood Boulevard Safety and Mobility Project by the Los Angeles Department of Transportation in coordination with Council District 13. This initiative seeks to improve safety along a two mile stretch of Hollywood Boulevard from Gower Street to Lyman Place.

FACT SHEET -<https://ladotlivablestreets-cms.org/uploads/e438cbe52a2d440488e199c4b05a8a00.pdf>

SURVEY <https://ladot.lacity.org/hollywood>.

- 8. Standing Rule changes

- A) Discussion and possible motion to confirm that HUNC will only have the following committees until further notice: Executive, Outreach, and Planning and Land Use Management.

**Motion passes**

**Motion Made: Motion to confirm that HUNC will only have the following committees until further notice: Executive. Outreach. and**

**Planning and Land Use Management.**

**Motion:** Sheila Irani                      **Second:** Georgette Darby                      **Result:** Yes-12, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Chad McMurray	Georgette Darby	Jim Van Dusen	John Schaefer	Leslee Jones	Maria Anna Kochoa
Mark Millner	Noelle North Norris	Oliver Alvarez	Paul Barbosa	Shane Kalminski	Sheila Irani

- B) Discussion and possible motion to change language in Standing Rule titled "Event Approval Requirements and Procedures", first sentence. The language is recommended to change from "All motions for event proposals will be submitted to the board's regular meeting agenda no later than ten calendar weeks prior to the earliest proposed event date", to "All motions for event proposals will be submitted to the board's regular meeting agenda at least 30 days from date of proposed event, which is the requirement set by City Clerk.

**Motion passes**

**Motion Made:** *Motion to change language in Standing Rule titled "Event Approval Requirements and Procedures", first sentence. The language is recommended to change from "All motions for event proposals will be submitted to the board's regular meeting agenda no later than ten calendar weeks prior to the earliest proposed event date", to "All motions for event proposals will be submitted to the board's regular meeting agenda at least 30 days from date of proposed event, which is the requirement set by City Clerk.*

**Motion:** Sheila Irani                      **Second:** Jim Van Dusen                      **Result:** Yes-12, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Chad McMurray	Georgette Darby	Jim Van Dusen	John Schaefer	Leslee Jones	Maria Anna Kochoa
Mark Millner	Noelle North Norris	Oliver Alvarez	Paul Barbosa	Shane Kalminski	Sheila Irani

9. Report by the Committee Chair - Planning and Land Use Management Committee (PLUM)

- A) Discussion and possible motion to approve the renewal of following voting stakeholders to the PLUM Committee
- Rosalind Helfand
  - George Skarpelos
  - Brandi D'Amore



**Motion Passes**

**Motion Made:** *Motion to approve the renewal of following voting stakeholders to the PLUM Committee*

- Rosalind Helfand
- George Skarpelos
- Brandi D'Amore

**Motion:** Sheila Irani                      **Second:** Jim Van Dusen                      **Result:** Yes-12, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Chad McMurray	Georgette Darby	Jim Van Dusen	John Schaefer	Leslee Jones	Maria Anna Kochoa
Mark Millner	Noelle North Norris	Oliver Alvarez	Paul Barbosa	Shane Kalminski	Sheila Irani

- B) Discussion and possible motion to support with conditions, Project: 5907 Franklin Ave. (5905-07 West Franklin Avenue) – Restaurant – La Poubelle, conditional use permit to allow the on-and off-site sales of a full-line of alcoholic beverages in conjunction with a 3,336 SF restaurant having 90 interior and 18 outdoor seats on a 289 square foot sidewalk from 9am-2am daily with live entertainment.

**Motion passes**

**Motion Made:** *Motion to support with conditions, Project: 5907 Franklin Ave. (5905-07 West Franklin Avenue) – Restaurant – La Poubelle, conditional use permit to allow the on-and off-site sales of a full-line of alcoholic beverages in conjunction with a 3,336 SF restaurant having 90 interior and 18 outdoor seats on a 289 square foot sidewalk from 9am-2am daily with live entertainment.*

**Motion:** Sheila Irani                      **Second:** Jim Van Dusen                      **Result:** Yes-8, No-3, Abstain-0, Recused-1, Ineligible-0

**Yes**

Chad McMurray	Georgette Darby	Jim Van Dusen	Maria Anna Kochoa	Mark Millner	Oliver Alvarez
Paul Barbosa	Sheila Irani				

**No**

John Schaefer	Leslee Jones	Shane Kalminski
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**Recuse**

Noelle North Norris

10. Report by the Committee Chair - OUTREACH

A) Goals for Outreach Committee

Summary

- Quarterly events - discussion for events such as: health fair, business discount program, Coffee with a Cop, CERT, and others
- Board Volunteer opportunities - Hollywood Food Coalition, SHOWERS OF HOPE, others
- Cheremoya Elementary - movie nights, festival, valet parking for Franklin Village, potentially other events
- Community Cleanups
- Gower Median

B) Discussion regarding Board attendance at free 10 x 10 booth for P22 day in Griffith Park on October 22, 2023, 10 am (set up), event 11 am to 4 pm. Need to bring coloring books, promo items, Corn Hole game, HUNC banners, sign up sheet or IPAD with hot spot to location and man booth. Min of 3 people needed. Table, chairs, pop up tent provided free and set up for us.

11. Board Member announcements of items not on the Agenda

12. Old/Ongoing Business

**None**

A) Possible Motion to amend 3.5 hour maximum time limit for Board meeting for Sept 11, 2023.

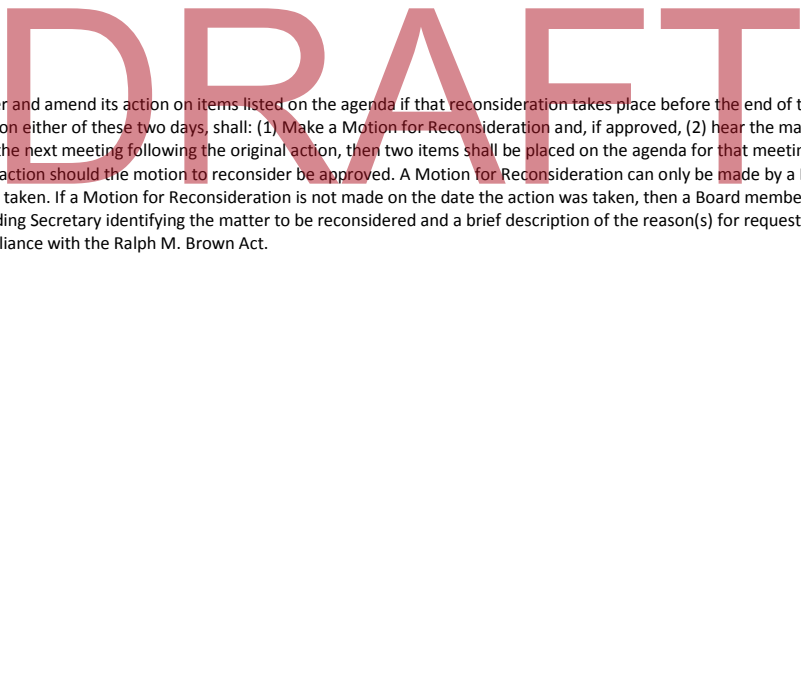
**Tabled**

13. New/Future Business

**None**

Adjournment at 8:55 PM

Reconsideration: The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place before the end of the meeting at which it was considered or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and take an action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a [Proposed] action should the motion to reconsider be approved. A Motion for Reconsideration can only be made by a Board member who has previously voted on the prevailing side of the original action taken. If a Motion for Reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Recording Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Ralph M. Brown Act.





**SECTION III - PROJECT BUDGET OUTLINE**

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

6a)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
		\$	\$
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
		\$	\$
		\$	\$
		\$	\$

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
	\$	\$
	\$	\$
	\$	\$

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

10a) Start date: \_\_\_/\_\_\_/\_\_\_ 10b) Date Funds Required: \_\_\_/\_\_\_/\_\_\_ 10c) Expected Completion Date: \_\_\_/\_\_\_/\_\_\_  
 (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:

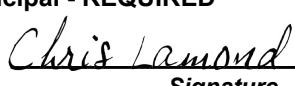
Name of NC Board Member	Relationship to Applicant

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\*  
 \_\_\_\_\_ Executive Director \_\_\_\_\_  \_\_\_\_\_ 09/29/23  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*  
 \_\_\_\_\_ \_\_\_\_\_  \_\_\_\_\_ \_\_\_\_\_  
 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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form



# NEIGHBORHOOD COUNCIL EVENT APPROVAL REQUEST FORM



Office of the City Clerk – Neighborhood Council Funding Program  
200 N. Spring Street, Rm 224, Los Angeles, CA 90012 • (213) 978-1058 or Toll-Free 3-1-1  
E-mail: [Clerk.NCFunding@LACity.org](mailto:Clerk.NCFunding@LACity.org) • [Clerk.LACity.org](http://Clerk.LACity.org)

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event. The Office of the City Clerk, Administrative Services Division, NC Funding Program Section must approve all Neighborhood Council sponsored events before any payments can be processed.

**Please complete, sign, and submit this form at least 30 days prior to your event. Missing or incomplete required information or documents will delay review.**

Neighborhood Council: Hollywood United Neighborhood Council

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

Main sponsor: Councilmember Raman, Council District Four

Contact Person: Walker King

Phone: 213-500-7357 Email: walker.king@lacity.org

Co-Sponsor (if applicable): Cheremoya Foundation

Contact Person: Katie Malloy

Phone: 323-514-5782 Email: butterflycleanses@gmail.com

### **Event Information**

Event Title and Description: Movie Night - Featuring The Grinch along with kid's crafts, prepackaged snacks, and singalong songs to the movie

Date: Friday, 12/8/23 Time Frame: 5pm to 9pm Est. number of attendees: 100-200 Event Budget: \$ \$1,000

Venue Name: Cheremoya Avenue Elementary School (LAUSD)

Venue Address: 60 17 Franklin Avenue, Los Angeles, CA 90028

Contact Person: Principal, Sara Lucas

Phone: 323 464 1722 Email: sara.ellis@lausd.net

**Please note:** If the venue for the event is at a City or public facility, e.g. park, school, the venue approval may be easier and at little or no cost. If the venue for the event is not a City facility, a separate contract may be needed and can take up to 60 days to complete.

**Please scan the following documents and email to [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org) for approval PRIOR to event:**

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer or Event Chair
- Board Action Request (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- Itemized Detailed Event Budget – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available.

**If a bank card credit limit increase will be necessary to pay for expenditures for this event, please contact your Funding Program Representative to submit a request to increase applicable limits.**

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

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

- LA County Public Health Department Permits – Community Event Organizer and Temporary Food Facility permits may be required. Permit fees may be waived by the County if requested.
- LA Fire Department – Permit may be necessary for temporary structures setup to prep/cook/serve food.

**CERTIFICATES OF INSURANCE, SERVICE AGREEMENTS, and/or FACILITY USE PERMITS from Vendors providing the following types of services. Insurance Certificates need to list the “City of Los Angeles” as Additional Insured.**

- Jumpers/Bouncers (Inflatables) – City Risk Management may need to review
- Games (e.g. dunk tank, other carnival style games, video game bus)
- Food (purchased, provided, distributed and/or served)
- Entertainers (e.g. DJs, musicians, face painting, balloon artists, etc.)
- Equipment Rentals (e.g. performing stage, mechanical rides, canopies)
- Event Venues (e.g. school auditoriums, private theaters and halls, parks, street block, etc.)

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

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

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

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

**CONTACT INFORMATION for possible permits:**

- Street Maintenance - (213) 847-2999
- Building and Safety - (213) 482-0387
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
- LAFD – (213)-978-3640
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents/>
- LA County Public Health Dept. - <http://publichealth.lacounty.gov>

**Documents to be submitted to NC Funding Program and filed for you records:**

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2<sup>nd</sup> Signer, Event Chair.
- Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2<sup>nd</sup> Signer, or Alternate Signer
- Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors.
- Vendor Invoices and Service/Facility Use Agreements
- Copies of Insurance Certificates
- Copies of Permits
- Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- W-9 (for 1099 Individual Services (if applicable))

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

Signature: Leslee Jones Date: October 8, 2023  
Print Name: Leslee Jones Title: Treasurer, HUNC  
Email: Treasurer@myhunc.org Phone: 312-504-5416

For Staff Use Only:  Approved  Denied Code: \_\_\_\_\_

Reviewers Signatures: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_

Reviewers Names: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_



Cheremoya Avenue Elementary School  
 Holiday Movie with HUNC, CD4 and Cheremoya Foundation

Budget		Cost	Responsible Party			
Movie Licensing, GRINCH		480	CD4			
Flyers		0	CD4 , will include HUNC logo			
Facility		0	Cheremoya Ave. Elementary - LAUSD			
Maintenance		0	LAUSD			
Crafts		150	HUNC			
Packaged Snacks		250	HUNC			
Popcorn, Hot Chocolate		120	Cheremoya Foundation, 501c3			
	<b>Total:</b>	<b>1000</b>				
Contingency		100	HUNC			

# Monthly Expenditure Report



Reporting Month: September 2023 Budget Fiscal Year: 2023-2024

NC Name: Hollywood United  
Neighborhood Council

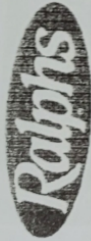
Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$41555.23	\$1489.37	\$40065.86	\$0.00	\$0.00	\$40065.86

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$30750.00	\$1489.37	\$28815.86	\$0.00	\$28815.86
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1.00	\$0.00	\$1.00	\$0.00	\$1.00
Neighborhood Purpose Grants	\$2000.00	\$0.00	\$2000.00	\$0.00	\$2000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$444.77	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_MYHUNC.	09/01/2023	GSuite Bill for Hunc	General Operations Expenditure	Office	\$120.53
2	MAILCHIMP	09/07/2023	Newsletter service	General Operations Expenditure	Office	\$47.00
3	GELSON'S MARKETS #1	09/11/2023	Printing of attachments and agenda for Sept 11, 2023 meeting	General Operations Expenditure	Office	\$18.46
4	HENRY PRINTING & GRAPH	09/11/2023	Printing attachments and agenda for Sept 11 2023	General Operations Expenditure	Office	\$14.12
5	USPS PO 0545370028	09/12/2023	Post Office Box for Council mail	General Operations Expenditure	Office	\$108.00
6	RALPHS #0206	09/28/2023	Snacks for Executive Committee Meeting	General Operations Expenditure	Office	\$31.66
7	APPLEONE EMPLOYMENT SERVICES	09/12/2023	The funding program has not accepted HUNC FY 2023-2024 Admin Packet therefore a Proxy payment for services render to HUNC AppleOne in the amount of \$249.60 needs to be made.	General Operations Expenditure	Office	\$249.60

8	Media Arts International	09/12/2023	The funding program has not accepted HUNC FY 2023-2024 Admin Packet there a Proxy payment for services render to HUNC Media Arts in the amount of \$900.00 needs to be made.	General Operations Expenditure	Office	\$900.00
<b>Subtotal:</b>						<b>\$1489.37</b>

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



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SC Earning Points  
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CA REDEEM UOL 0.10 F  
PURE LEAF URAD IEA 3.99 F  
CA REDEEM UOL 0.10 F  
RINGS PLUMMEL PART 18.99 F  
BISBY BAN BAGGY 4.49 F  
SC RALPHS SAVFD YOU 0.50  
RALPHS rewards CUSTOMER \*\*\*\*\*2531  
TAX 0.00  
\*\*\*\* BALANCE 31.66

Los Angeles CA 90027  
MASTERCARD Purchase  
\*\*\*\*\*2667 - C  
REF#: 059003 TOTAL: 31.66  
AID: A000000041010  
TC: 666E95D5BAA2CF7

MASTERCARD 31.66  
CHANGE 0.00  
TOTAL NUMBER OF ITEMS SOLD = 6  
RALPHS rewards SAVINGS \$0.50  
TOTAL COUPONS \$ 0.50

09/28/23 05:59pm 206 504 188 999999504  
Annual Card Savings \$22.44  
Fuel Points Earned Today: 31  
Total Sept Fuel Points: 64  
Remaining Aug Fuel Points: 116  
\*\*\*\*\*  
GAMING POINTS REWARDS PLUS  
Every \$40 Spent on participating  
Items earns Rewards Points.  
Visit [www.pointsrewardsplus.com](http://www.pointsrewardsplus.com)  
to redeem for rewards.

Your Rewards spending: 17.46  
Expires on 1/2/2024  
\*\*\*\*\*  
EARN 50 FUEL POINTS  
BY GIVING US FEEDBACK

Go to [ralphs.com/feedback](http://ralphs.com/feedback)  
Date: 09/28/23  
Time: 05:58PM  
Entry ID: 703 603 188-206-504 692  
\*\*\*\*\*

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\*\*\* Check Cart \*\*\*



# Invoice

Invoice number: 4799054477

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

## Bill to

John M Wait  
myhunc.org  
1809 N Bronson Ave  
Apt 5  
Los Angeles, CA 90028  
United States

## Details

Invoice number .....4799054477  
Invoice date .....Aug 31, 2023  
Billing ID .....3288-8062-9811  
Domain name .....myhunc.org

## Google Workspace

---

Total in USD	<b>\$120.53</b>
--------------	-----------------

## Summary for Aug 1, 2023 - Aug 31, 2023

---

Subtotal in USD	\$120.53
Tax (0%)	\$0.00
Total in USD	\$120.53

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Aug 1 - Aug 23	17	90.81
Google Workspace Business Starter	Usage	Aug 24 - Aug 31	16	29.72
			Subtotal in USD	\$120.53
			Tax (0%)	\$0.00
			<b>Total in USD</b>	<b>\$120.53</b>

**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>

# Mailchimp Invoice

# MC09295102

### Issued to

Sheila Irani  
Hollywood United NC  
treasurer@myhunc.org  
Office phone: 3237937868  
200 N Spring st  
Los Angeles, CA 90012

### Issued by

Mailchimp  
c/o The Rocket Science  
Group, LLC  
675 Ponce de Leon Ave NE  
Suite 5000  
Atlanta, GA 30308  
[www.mailchimp.com](http://www.mailchimp.com)  
Tax ID: US EIN 58-2554149

### Details

**Order #** MC09295102  
**Date Paid:** September 07,  
2023 03:27 AM Los Angeles

## Billing statement

---

### Monthly plan

1501 - 2500 subscribers.

**\$47.00**

**Paid via Mast** ending in **2667** which expires  
**12/2026**

on September 07, 2023

**\$47.00**

**Balance as of September 07, 2023**

**\$0.00**

If a refund is required, it will be issued in the purchase currency for the amount of the original charge. Sales Tax was not applied to this purchase.

[Looking for our W-9?](#)

[Looking for our United States Residency Certificate?](#)





**HENRY PRINTING & GRAPHIC, INC.**

6124 W. Sunset Blvd. Hollywood, CA 90028  
Tel: 323.464.7228 \* Fax: 323.464.5805  
henryprinting@sbcglobal.net  
www.henrypg.com

Invoice

5144

SOLD TO: Hollywood United Neighborhood DATE: 9/11/2023  
CONTACT: Sheila Irani, council DATE DUE \_\_\_\_\_  
PHONE/FAX: 323-793-7868  COD  PICK-UP  
ADDRESS: \_\_\_\_\_  CASH  DELIVERY  
CITY: \_\_\_\_\_  CHECK  CREDIT CARD

PO #	TERMS	SALESMAN	Quantity	Description	Unit Price	Item Amount	
			129	pages 8 1/2 x 11" BK/O 3 hole punch			
						SUB TOTAL	12.90
						RESALE / TAX	1.22
						TOTAL	14.12
Sample(s) Approved						DEPOSIT	
Signature _____						BALANCE	
Original & Copies Received							
Signature _____							
A 50% deposit required for all orders. We are not responsible for any orders and originals left here after 30 days. Henry Printing & Graphic Inc. Guarantee policy applicable up to 72 hours after delivery of order.							

*Thank You!*



rypg.com

(323)464-7228  
HENRYPRINTING@SBCGLOBAL.NET  
HENRY PRINTING GRAPH  
6124 W SUNSET BLVD  
LOS ANGELES, CA 90028

Henry  
card  
868

09/11/2023

11:42:30

CREDIT CARD

MC SALE

Description

Card #	XXXXXXXXXXXX2667
SEQ #:	6
Batch #:	1655
INVOICE	8
Approval Code:	010773
Entry Method:	Manual
Mode:	Online
Tax Amount:	\$0.00
Cust Code:	
Avs Code:	NNN
Card Code:	M
SALE AMOUNT	\$14.12

8/21  
10  
pm



HOLLYWOOD  
1615 WILCOX AVE  
LOS ANGELES, CA 90028-9998  
(800)275-8777

09/12/2023 05:27 PM

Product	Qty	Unit Price	Price
6-MO Box			\$108.00
Box ZIP Code: 90078			
Box Number: 3272			
Box Size: Size 1 - 3 in x 5.5 in			
Rental Period: Semi-Annual			
Rental Start Date: 09/12/2023			
Next Renewal Date: 02/29/2024			
Key Fee			\$0.00
Keys Delivered: 2			
Key Deposit			\$0.00
Key Count: 2			
Key Number: 80851			
Total			\$108.00

Grand Total: \$108.00

Credit Card Remit \$108.00  
Card Name: MasterCard  
Account #: XXXXXXXXXXXXX2667  
Approval #: 018512  
Transaction #: 549  
AID: A0000000041010 Chip  
AL: MASTERCARD  
PIN: Not Required

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Associate can show you how.

Preview your Mail  
Track your Packages  
Sign up for FREE @

<https://informedelivery.usps.com>

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Thank you for your business.

Tell us about your experience.

Go to: <https://postalexperience.com/pos?mt=9>  
or call 1-800-410-7420.

---

UFN: 054537-0028

Receipt #: 840-59000032-4-7563204-1

Clerk: 04

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

For Hollywood United Neighborhood Council

Date: 09/12/2023

Motion/Action: Proxy payment for services render to HUNC AppleOne in the amount of \$249.60.

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

Table with 4 columns: Vendor Name, Invoice Number, Date of Invoice, Amount. Rows include AppleOne Employment Services with invoice numbers S9581224 and S9601699, and a Total row of \$249.60.

Reason for Proxy Authorization: The funding program has not accepted HUNC FY 2023-2024 Admin Packet. Proxy payment is being made as there was an issue with the validity of the alternate signers signature. Waiting on BAC to approve the admin packet.

Department Authorizing Payment:

- Office of the City Clerk (checked)
Department of Neighborhood Empowerment

Staff Name: Ana Cardoso
Title: HUNC NC Funding Representative
Signature: Ana Cardoso Date: 09/12/2023

Authorization: Janet Hernandez
Title: Neighborhood Council Funding Program Supervisor
Signature: Janet Hernandez Date: 09/12/2023



AppleOne

AppleOne Employment Services  
P.O. Box 29048  
Glendale CA 91209-9048  
Tel: 818-240-8688  
Email: specialbillingvms@ain1.com

TIN: 95-2580864

### City of Los Angeles Hollywood United NC

Accounts Payable  
200 N. Spring St.  
LOS ANGELES, CA 90012

### Invoice

Customer No: **00950101**  
Site No: **0061**  
Period Ending: **07/15/2023**  
Invoice No: **S9581224**  
Amount Due: **\$121.60**  
Payment Term: **NET 30 DAYS**

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Sheila Irani	Hollywood United Nc	Pelch, Amy	07/15/2023	07/26/2023	4.75	\$25.60	0.00	\$0.00	0.00	0	\$121.60
Sub Total For :			Pelch, Amy			4.75		0.00		0.00		\$121.60
Grand Total Invoice Amount						4.75		0.00		0.00		\$121.60

Please remit payment to:

Appleone Employment Services  
P.O. Box 29048  
Glendale, CA 91209-9048

You can now pay electronically through



Visit [www.ApplePay.com](http://www.ApplePay.com) or Call (866)898-7152 for details



AppleOne

AppleOne Employment Services  
P.O. Box 29048  
Glendale CA 91209-9048  
Tel: 818-240-8688  
Email: specialbillingvms@ain1.com

TIN: 95-2580864

### City of Los Angeles Hollywood United NC

Accounts Payable  
200 N. Spring St.  
LOS ANGELES, CA 90012

### Invoice

Customer No: **00950101**  
Site No: **0061**  
Period Ending: **08/23/2023**  
Invoice No: **S9601699**  
Amount Due: **\$128.00**  
Payment Term: **NET 30 DAYS**

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Sheila Irani	Hollywood United Nc	Palmer, Catherine	08/19/2023	08/23/2023	2.50	\$25.60	0.00	\$0.00	0.00	0	\$64.00
C-132956	Sheila Irani	Hollywood United Nc	Pelch, Amy	07/29/2023	08/23/2023	1.50	\$25.60	0.00	\$0.00	0.00	0	\$38.40
C-132956	Sheila Irani	Hollywood United Nc	Pelch, Amy	08/12/2023	08/23/2023	1.00	\$25.60	0.00	\$0.00	0.00	0	\$25.60
Sub Total For :			Pelch, Amy			5.00		0.00		0.00		\$128.00
Grand Total Invoice Amount						5.00		0.00		0.00		\$128.00

Please remit payment to:

Appleone Employment Services  
P.O. Box 29048  
Glendale, CA 91209-9048

You can now pay electronically through



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

For Hollywood United Neighborhood Council

Date: 09/12/2023

Motion/Action: Proxy payment for services render to HUNC AppleOne in the amount of \$249.60.

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

Table with 4 columns: Vendor Name, Invoice Number, Date of Invoice, Amount. Rows include AppleOne Employment Services with invoice numbers S9581224 and S9601699, and a Total row of \$249.60.

Reason for Proxy Authorization: The funding program has not accepted HUNC FY 2023-2024 Admin Packet. Proxy payment is being made as there was an issue with the validity of the alternate signers signature. Waiting on BAC to approve the admin packet.

Department Authorizing Payment:

- Office of the City Clerk (checked)
Department of Neighborhood Empowerment

Staff Name: Ana Cardoso
Title: HUNC NC Funding Representative
Signature: Ana Cardoso Date: 09/12/2023

Authorization: Janet Hernandez
Title: Neighborhood Council Funding Program Supervisor
Signature: Janet Hernandez Date: 09/12/2023



AppleOne

AppleOne Employment Services  
P.O. Box 29048  
Glendale CA 91209-9048  
Tel: 818-240-8688  
Email: specialbillingvms@ain1.com

TIN: 95-2580864

### City of Los Angeles Hollywood United NC

Accounts Payable  
200 N. Spring St.  
LOS ANGELES, CA 90012

### Invoice

Customer No: **00950101**  
Site No: **0061**  
Period Ending: **07/15/2023**  
Invoice No: **S9581224**  
Amount Due: **\$121.60**  
Payment Term: **NET 30 DAYS**

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Sheila Irani	Hollywood United Nc	Pelch, Amy	07/15/2023	07/26/2023	4.75	\$25.60	0.00	\$0.00	0.00	0	\$121.60
Sub Total For :			Pelch, Amy			4.75		0.00		0.00		\$121.60
Grand Total Invoice Amount						4.75		0.00		0.00		\$121.60

Please remit payment to:

Appleone Employment Services  
P.O. Box 29048  
Glendale, CA 91209-9048

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Accounts Payable  
200 N. Spring St.  
LOS ANGELES, CA 90012

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Customer No: **00950101**  
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Invoice No: **S9601699**  
Amount Due: **\$128.00**  
Payment Term: **NET 30 DAYS**

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Sheila Irani	Hollywood United Nc	Palmer, Catherine	08/19/2023	08/23/2023	2.50	\$25.60	0.00	\$0.00	0.00	0	\$64.00
C-132956	Sheila Irani	Hollywood United Nc	Pelch, Amy	07/29/2023	08/23/2023	1.50	\$25.60	0.00	\$0.00	0.00	0	\$38.40
C-132956	Sheila Irani	Hollywood United Nc	Pelch, Amy	08/12/2023	08/23/2023	1.00	\$25.60	0.00	\$0.00	0.00	0	\$25.60
Sub Total For :			Pelch, Amy			5.00		0.00		0.00		\$128.00
Grand Total Invoice Amount						5.00		0.00		0.00		\$128.00

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

For Hollywood United Neighborhood Council

Date: 09/12/2023

Motion/Action: \_\_\_\_\_  
Proxy payment for services render to HUNC Media Arts in the amount of \$900.00.


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


Vendor Name	Invoice Number	Date of Invoice	Amount
Media Arts International	HUNC23-24	09/03/2023	\$300.00
Media Arts International	HUNC23-23	09/03/2023	\$600.00
<b>Total</b>			\$900.00

Reason for Proxy Authorization: \_\_\_\_\_  
The funding program has not accepted HUNC FY 2023-2024 Admin Packet. Proxy payment is being made as there was an issue with the validity of the alternate signers signature. Waiting on BAC to approve the admin packet.

Department Authorizing Payment:

- Office of the City Clerk
- Department of Neighborhood Empowerment

Staff Name: Ana Cardoso  
Title: HUNC NC Funding Representative  
Signature: *Ana Cardoso*  Date: 09/12/2023  
Signed with ClerkSign  
Sep 12, 2023 12:56PM

Authorization: Janet Hernandez  
Title: Neighborhood Council Funding Program Supervisor  
Signature: *Janet Hernandez*  Date: 09/12/2023  
Signed with ClerkSign  
Sep 12, 2023 1:03PM



6421 La Punta Drive  
 Los Angeles, CA 90068  
 www.mediaart.com  
 323.469.4967 tel

# Invoice

**Date:** 03-Sep-23  
**Invoice ID:** HUNC23-24  
**ID:** 35-2172398

**Bill To:**

Hollywood United Neighborhood Council  
 P.O. Box 3272  
 Los Angeles, CA 90078

**Project Information**

**Project Code** ..... HUNC-2  
**Description** ..... Web and Computer Consulting and Support  
**MAI Contact** ..... George Skarpelos  
**Project Contact** .....  
**P.O.** ..... n/a  
**Contract Date** ..... 01-Jul-21  
**Date Finished** ..... Continuing

**Billing Information**

**Billing Period** ..... 7/2/2022 - 8/31/2023  
**Client Code** ..... HUNC  
**Client Contact** ..... Sheila Irani

**Charges**

Labor	\$0.00
Materials	\$0.00
Travel	\$0.00
Items	\$300.00
<b>Total</b>	<b>\$300.00</b>

**Detail of Charges**

Date	Description of Item	Item Category	Price
8/31/2023	Annual subscription for NC Meeting Manager	NC Meeting Manager Annual Subscription	\$300.00
<b>Item Subtotal:</b>			<b>\$300.00</b>



6421 La Punta Drive  
 Los Angeles, CA 90068  
 www.mediaart.com  
 323.469.4967 tel

# Invoice

**Date:** 03-Sep-23  
**Invoice ID:** HUNC23-23  
**ID:** 35-2172398

**Bill To:**

Hollywood United Neighborhood Council  
 P.O. Box 3272  
 Los Angeles, CA 90078

**Billing Information**

**Billing Period** ..... 7/1/2023 - 8/31/2023  
**Client Code** ..... HUNC  
**Client Contact** ..... Robert Morrison

**Project Information**

**Project Code** ..... HUNC-5  
**Description** ..... HUNC Web and Internet Consulting  
**MAI Contact** ..... George Skarpelos  
**Project Contact** .....  
**P.O.** ..... n/a  
**Contract Date** ..... 01-Jan-22  
**Date Finished** ..... Continuing

**Charges**

<b>Labor</b>	\$600.00
<b>Materials</b>	\$0.00
<b>Travel</b>	\$0.00
<b>Items</b>	\$0.00
<b>Total</b>	\$600.00

**Detail of Charges**

Description of Labor	Date	Time	Cost
<b>George Skarpelos (\$600/Month)</b>			
Consulting for August	8/31/2023	1.0	\$600
<b>Web Consulting Subtotal</b>		1.0	\$600.00
<b>Labor Subtotal:</b>		1.0	\$600.00



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

For Hollywood United Neighborhood Council

Date: 09/12/2023

Motion/Action: \_\_\_\_\_  
Proxy payment for services render to HUNC Media Arts in the amount of \$900.00.


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


Vendor Name	Invoice Number	Date of Invoice	Amount
Media Arts International	HUNC23-24	09/03/2023	\$300.00
Media Arts International	HUNC23-23	09/03/2023	\$600.00
<b>Total</b>			\$900.00

Reason for Proxy Authorization: \_\_\_\_\_  
The funding program has not accepted HUNC FY 2023-2024 Admin Packet. Proxy payment is being made as there was an issue with the validity of the alternate signers signature. Waiting on BAC to approve the admin packet.

Department Authorizing Payment:

- Office of the City Clerk
- Department of Neighborhood Empowerment

Staff Name: Ana Cardoso  
Title: HUNC NC Funding Representative  
Signature: *Ana Cardoso*  Date: 09/12/2023  
Signed with ClerkSign  
Sep 12, 2023 12:56PM

Authorization: Janet Hernandez  
Title: Neighborhood Council Funding Program Supervisor  
Signature: *Janet Hernandez*  Date: 09/12/2023  
Signed with ClerkSign  
Sep 12, 2023 1:03PM



6421 La Punta Drive  
 Los Angeles, CA 90068  
 www.mediaart.com  
 323.469.4967 tel

# Invoice

**Date:** 03-Sep-23  
**Invoice ID:** HUNC23-24  
**ID:** 35-2172398

**Bill To:**

Hollywood United Neighborhood Council  
 P.O. Box 3272  
 Los Angeles, CA 90078

**Project Information**

**Project Code** ..... HUNC-2  
**Description** ..... Web and Computer Consulting and Support  
**MAI Contact** ..... George Skarpelos  
**Project Contact** .....  
**P.O.** ..... n/a  
**Contract Date** ..... 01-Jul-21  
**Date Finished** ..... Continuing

**Billing Information**

**Billing Period** ..... 7/2/2022 - 8/31/2023  
**Client Code** ..... HUNC  
**Client Contact** ..... Sheila Irani

**Charges**

Labor	\$0.00
Materials	\$0.00
Travel	\$0.00
Items	\$300.00
<b>Total</b>	<b>\$300.00</b>

**Detail of Charges**

Date	Description of Item	Item Category	Price
8/31/2023	Annual subscription for NC Meeting Manager	NC Meeting Manager Annual Subscription	\$300.00
<b>Item Subtotal:</b>			<b>\$300.00</b>





6421 La Punta Drive  
 Los Angeles, CA 90068  
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# Invoice

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**Bill To:**

Hollywood United Neighborhood Council  
 P.O. Box 3272  
 Los Angeles, CA 90078

**Project Information**

**Project Code** ..... HUNC-5  
**Description** ..... HUNC Web and Internet Consulting  
**MAI Contact** ..... George Skarpelos  
**Project Contact** .....

**P.O.** ..... n/a  
**Contract Date** ..... 01-Jan-22  
**Date Finished** ..... Continuing

**Billing Information**

**Billing Period** ..... 7/1/2023 - 8/31/2023  
**Client Code** ..... HUNC  
**Client Contact** ..... Robert Morrison

**Charges**

<b>Labor</b>	\$600.00
<b>Materials</b>	\$0.00
<b>Travel</b>	\$0.00
<b>Items</b>	\$0.00
<b>Total</b>	\$600.00

**Detail of Charges**

Description of Labor	Date	Time	Cost
<b>George Skarpelos (\$600/Month)</b>			
Consulting for August	8/31/2023	1.0	\$600
<b>Web Consulting Subtotal</b>		1.0	\$600.00
<b>Labor Subtotal:</b>		1.0	\$600.00