Monthly Expenditure Report



Reporting Month: January 2021 Budget Fiscal Year: 2020-2021

NC Name: Mar Vista Neighborhood Council

Monthly Cash Reconciliation						
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available	
\$34317.81	\$4130.93	\$30186.88	\$1799.97	\$2467.50	\$25919.41	

Monthly Cash Flow Analysis						
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available	
Office		\$576.00		\$0.00		
Outreach	\$38440.95	\$3554.93	\$28786.88	\$599.97	\$28186.91	
Elections		\$0.00		\$0.00		
Community Improvement Project	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	
Neighborhood Purpose Grants	\$2400.00	\$0.00	\$1200.00	\$1200.00	\$0.00	
Funding Requests Under Review: \$2467.50		Encumbrances: \$0.00		Previous Expenditures: \$6723.14		

	Expenditures									
#	Vendor	Date	Description	Budget Category	Sub-category	Total				
1	THE WEB CORNER, INC	01/01/2021	Web hosting fee	General Operations Expenditure	Outreach	\$153.50				
2	STOPSIGNSANDMORE	01/13/2021	Neighborhood watch sign mounting hardware	General Operations Expenditure	Outreach	\$173.83				
3	MARINA GRAPHIC CENTER	01/22/2021	January, 2021 newsletter	General Operations Expenditure	Outreach	\$3195.21				
4	MAESTRASUITE.COM	01/26/2021	Transcription service	General Operations Expenditure	Office	\$49.00				
5	MailChimp	01/28/2021	e-mail service fee	General Operations Expenditure	Outreach	\$32.39				
6	APPLE.COM/BILL	01/30/2021	This is a fraudulent charge.	General Operations Expenditure	Outreach	\$500.00				
7	APPLE.COM/BILL	01/30/2021	This is a fraudulent charge	General Operations Expenditure	Outreach	\$500.00				
8	APPLE.COM/BILL	01/30/2021	This is a fraudulent charge.	General Operations Expenditure	Outreach	\$500.00				

9	APPLE.COM/BILL	01/30/2021	This is a fraudulent charge.	General Operations Expenditure	Outreach	\$500.00
10	APPLE.COM/FRD ADJ	01/30/2021	This is a credit for a fraudulent charge.	General Operations Expenditure	Outreach	\$-500.00
11	APPLE.COM/BILL	01/30/2021	This is a credit/charge back for a fraudulent charge	General Operations Expenditure	Outreach	\$-500.00
12	APPLE.COM/FRD ADJ	01/30/2021	This is a credit/charge back for a fraudulent charge.	General Operations Expenditure	Outreach	\$-500.00
13	APPLE.COM/FRD ADJ	01/30/2021	This is a credit/charge back for a fraudulent charge.	General Operations Expenditure	Outreach	\$-500.00
14	STORQUEST-WLA/SAWTELLE	01/31/2021	Storage unit fee	General Operations Expenditure	Office	\$527.00
	Subtotal:					

	Outstanding Expenditures							
#	Vendor	Date	Description	Budget Category	Sub-category	Total		
1	Boundless Brilliance	01/25/2021	Funding Motion: (14.3) The MVCC approves an appropriation for a NPG, not to exceed \$1200, for Boundless Brilliance for the purpose of providing STEM Kits for Mar Vista Stud	Neighborhood Purpose Grants		\$1200.00		
2	InSite Street Media Dept 106065	02/05/2021	Funding Motion: The MVCC approves the expenditure of encumbered funds, not to exceed \$6000, for MVCC bus bench advertising. PLEASE NOT-THESE ARE ENCUMBERED FUNDS	General Operations Expenditure	Outreach	\$599.97		
	Subtotal: Outstanding	g				\$1799.97		

Invoice

The Web Corner, Inc. 19509 Ventura Blvd. Tarzana CA 91356 (818) 345-7443

Date	Invoice #	Due Date
1/1/2021	21400	1/1/2021

Bill To	
Mar Vista NC P.O. Box 66871 Mar Vista, CA 90066	
a. 1.5.a, 5, 173333	

Please remit payment at your earliest convenience.

Thank you for your business!

Quantity

		P.O. No.	Terms	Project
/	Description		Rate	Amount
1 1 0	Monthly Maintenance: includes up to 1 hour for; pweb development, requests, & website adjustment Email Standard Mailboxes: 1 Accounts for outreach@marvista.org Monthly Hosting for marvista.org (included in main	nt	150.00 3.50 15.00	150.00 3.50 0.00
	payment at your earliest convenience. your business!		Total	\$153.50
	<u>,</u>		Payments/Cre	edits -\$153.50

Balance Due

\$0.00



STOPSignsandMore.com Receipt 2101 Las Palmas Drive Suite A Carlsbad, CA. 92011 1-888-931-1793 sales@STOPSignsAndMore.com

STOPSignsandMore.com Receipt

*** PLEASE RETAIN FOR FUTURE REFERENCE ***

Order Number 113712

Customer ID 670624

Order Date 1/13/2021 8:21:06 PM

Ship To:

Elliot Hanna 419 Via El Chico

Redondo Beach, CA 90277

United States

(310) 710-9495

Bill To:

Order Date:

Elliot Hanna 200 N. Spring Street Los Angeles, CA 90012 United States (310) 710-9495

mvcc.director.hanna@gmail.com

Promo Payment Code(s): Payment Method: CREDITCARD

Name On Card: Elliot Hanna Card Type: MASTERCARD

Card Number: ****9297

SKU:	Product	Quantity	Price	Ext. Price
HRD-1015	Regular Sign Mounting Hardware for U-Channel & Square Posts (one pair)	62	\$2.95	\$182.90
Order Notes:		SubTotal:		\$182.90
None		Shipping:	UPS Ground	\$0.00
		Tax:		\$12.88

 Order Discounts:
 -\$21.95

 Total:
 \$173.83

Thank you for your order! Please use this coupon code to receive a 5% discount on your next order: **STOP5** For all **custom**, **made to order**, **and ADA (Ships 5-7 Day) signs**, please refer to our return policy

Office of the City Clerk Administrative Services Division						-(1	
						700	
Neighborhood Council (NC) Funding Prog Board Action Certification (BAC) Form	ram					They The	
NC Name: Mar Vista Community Coun	ocil			12 9 2020 70	ONA		
Budget Fiscal Year: 2020-2021	ICII		Agenda Item N	12.8.2020 Z00	JIVI		
Board Motion and/or Public Benefit	Funding Mating M	WOO			1.0750	0 (1 1 1	
Statement (CIP and NPG):	distributing a news	letter or mail	approves an expenditure not to exceed \$7500 for designing, print or mailing a postcard using Every Door Direct Mail (EDDM) to infee By-Mail MVCC Election.				f) to inform
Method of Payment: (Select One)	☐ Check		☐ Credit Card	- 71	☐ Boar	d Member Reimb	ursement
Recused Board Member	s must leave the room pri		e Count sion and may no	t return to the ro	om until after i	the vote is comple	ete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Elliot Hanna	Chair CC			VXO			
				1			
Andrea Ambriz	ALD	√ x	0				
Gabriel Hill	ALD	VX	0				
Selena Inouye	ALD	V×	0				
Rob Kadota	ALD	/x 0	0				
Christine Stemar	ALD 2nd VC	0	V	1			
Kathryn Wheeler	ALD	0	VV				
Stacy Shure	Z1D 1st VC	0	V V	1			
Martin Rubin	Z2D	0	1/4 1/			 	
Mary Hurska	Z3D Secretary	0	V X X				
Rob Watkins	Z4D	0	VAG				
	Z5D	0	V X				
Michelle Krupkin Holly Tilson 2 nd		0	VX				
Holly Tilson 2"4	Z6D Treasurer	0	∨x				
W:1 0		.(.)	(2)			-	
Krishna Curry	Z7D	√X	4.6				
Tyler Proctor	ALD		VX O			-	
14t Oph 2nd mobile	12/11	-					
1110	1 X X 110	NOTO	NGG				
include signapost ca		110.4	w//				
comma back to Out	neado > V F	Land had	COMIT				
19t gab 2m Kigtna	/ 1	JICI NOS	wass	7			
CC = Community Director	,		`				
ALD = At Large Director							
ZD = Zone Director							
VC = Vice Chair							
		160	10E	21			
Board Quorum: EIGHT	Total:	5019	14(2)	2111			
We, the authorized signers of the above neeting was held in accordance with all I neeting where a quorum of the Board was	aws, policies, and procedu	_					
1) 0/1	T1.						
Authorized Signature	x Wow	_	Authorized Signa	ature:	1	_	
Print/Type Name: Holly Tilson	0		Print/Type Name	Elliot Han	na		
Date: 12.8.2020			Date: 12.8.20				

Marina Graphic Center

12901 CERISE AVENUE • HAWTHORNE, CA 90250-5520 TEL. (310) 970-1777 • FAX (310) 263-1777

COD

MAR VISTA COMMUNITY COUNCIL PO BOX 66871 LOS ANGELES, CA 90066 Customer ID: MVCC
Invoice No: 120929
Invoice Date: 1/19/2021

Terms: COD

Attention: ACCOUNTS PAYABLE

Description		Amount
MGC JOB NO: 202263 REQUESTOR: KATHRYN WHEELER	CUST PO NO:	
24,000 NEWSLETTERS (4 PAGE SELF)		2,918.00

TERMS: COD Due On or Before: 1/19/2021

PLEASE PAY TOTAL AMOUNT

 Subtotal
 2,918.00

 Sales Tax
 277.21

 Total
 3,195.21

Winter 2021



MarVista.org

IMPORTANT DATES

- Candidate Application Window
 February 6 thru March 23, 2021
- Voter Application Window

 April 9 thru June 1, 2021
- Ballot Mailing Period

May 10 thru June 8, 2021 All ballots must be postmarked by June 8 and received no later than June 11

Official Results

June 23, 2021

Seating of New Board

July 13, 2021

INSIDE

Voter Application

Information for:

- Voting
- Candidacy
- Know Your Zone
- Supporting Documents



June 8, 2021 Election Vote-By-Mail Only

ELIGIBLE STAKEHOLDERS MAY VOTE

OR RUN FOR A SEAT ON THE BOARD

WHAT IS A STAKEHOLDER?

"Stakeholder" is defined as an individual who

lives, works, or owns real property within the boundaries of the Mar Vista Community Council; also known as MVCC.

OR

is a Community Interest Stakeholder, i.e., member of or participates in a Community Organization within the boundaries of the MVCC.

A "Community Organization" is an entity that has continuously maintained a physical street address within the boundaries of the MVCC for not less than one year, and that performs ongoing and verifiable activities and operations that confer some benefit on the community within the boundaries of the MVCC. A for profit entity shall not qualify as a Community Organization. Examples of Community Organizations may include Chambers of Commerce, houses of worship or other faith-based organizations, educational institutions, or non-profit organizations.

All stakeholders, when voting or running as a candidate, must specify a qualifying address or location within the MVCC boundaries to participate. Stakeholder claims cannot be based on participation occurring outside of the MVCC boundaries.

MVCC IS PART OF NEIGHBORHOOD COUNCILS

Neighborhood Councils (NC) is a citywide system created in 1999 with the hope of putting individuals back in charge of the government. Its stated and chartered purpose is, "To promote more citizen participation in government and

make government more responsive to local needs." The NC design combines aspects of citizens, volunteers, and elected officials. Eligible stakeholders elect volunteers to sit on the Board who oversee the provided tax dollars to

advocate on behalf of the community. Over the years, the MVCC has provided input regarding Historic Fire Station 62, Venice Blvd. Road Diet, Land Use, and the Community Plan Update Survey.



LOCAL CITY COUNTY STATE **FEDERAL**

MVCC Meetings

All MVCC meetings are free, open to the public and, currently, via Zoom. Every attending Stakeholder is a voting member of the meeting except for the Executive & Finance Committee and Board of Directors.

Visit MarVista.org/remote for details to join our meetings from the safety of your home.

The Brown Act requires all agendas to be posted at least 72 hours in advance of the meeting and in three places: Mar Vista Recreation Center's Bulletin Board, 10430 Woodbine Street; MarVista.org/calendar; EmpowerLA's Early Notification System

MVCC Contacts

GENERAL

info@MarVista.org 424-xxx-xxxx Chair: Elliot.Hanna@MarVista.org

ELECTIONS & BYLAWS COMMITTEE

Chair: Martin.Rubin@MarVista.org Vice-Chair: Holly.Tilson@MarVista.org

> OUTREACH COMMITTEE Newsletter/Website

Chair: Kathryn.Wheeler@MarVista.org

City Clerk's **NC Election Division**

Clerk.ElectionsNC@LACity.org 213-978-0444

Know Your Zone

The MVCC Board seats 15 Directors: 7 Zone 2 7 At-Large 1 Community Interest The Zone in which you 3 live, work, or own real 0 property determines the Zone Director you may **(6)** cast your vote for or to 4 be a candidate. Know your Zone by referencing 5 the map on the right or visit MarVista.org/zone.

If you apply and are eligible to vote, you will receive a ballot from the City Clerk via snail mail. The ballot will list only the Zone Director candidates from your corresponding Zone. Regardless what Zone you live, work, or own real property, you may also vote for up to 7 At-Large Directors, and 1 Community Interest Director. Those who apply and are verified as a Community Interest Stakeholder may only vote for and/or run for the position of Community Interest Director.

If you wish to vote AND be a candidate, you will need to complete and submit two applications. For convenience, the one-page Voter Application is on the last page of this newsletter; however, the Candidate Application is multipage and must be downloaded. Both applications may be obtained by visiting: MarVista.org/election.

APPLICATION(S) SUMMARY

VOTER

CANDIDATE

Must apply for Voter and/or Candidate eligibility by February 6 thru March 23, 2021 April 9 thru June 1, 2021

Complete appropriate application(s) and submit with supporting documents* to City Clerk.

Use Voter Application on next page OR

Download Voter Application: MarVista.org/election

Download Candidate Application: MarVista.org/election

0 R

SNAIL MAIL ADDRESS

Office of the City Clerk **Election Division** C. Erwin Piper Technical Center 555 Ramirez Street, Space Los Angeles, CA 90012

EMAIL ADDRESS

Use one of the following options for submission of all documents.

Clerk.ElectionsNC@LACity.org

photos of the completed application and the supporting documents are acceptable, if materials are legible

FAX NUMBER

213-978-0376

Create online account to complete application and upload supporting documents* -visit MarVista.org/election or call 213-978-0444 for details-

City Clerk snail mails appropriate ballot after verifying Voter eligibility. Mailings begin May 10, 2021. Call 213-978-0444 if not received.

Candidates who do not submit a Candidate Filing Application, fail to submit documentation, do not meet meet specific board seat requirements, and do not acknowledge the Leadership Orientation Policy WILL NOT be certified.

Completed ballot must be postmarked no later than June 8 and received by June 11, 2021.

Certified List of Candidates released - April 9, 2021.

*Supporting Documents

All submitted applications must have documentation that proves eligibility to vote or run for a seat. Any documentation submitted *will not be retained*. In general, the documentation consists of the following:

1. Photo identification

Examples: driver's license, state ID card, passport, or picture ID with name of work, school, etc.

2. Proof of age

Examples: driver's license, state ID card, passport, or birth certificate

3. Proof of residence, property ownership, or employment

Examples: driver's license, state ID card, current utility bill, insurance documents, property tax bill, current rental receipt, property deed, lease/rental agreement, letter from landlord confirming renter/tenant

status, mortgage statement, pay check or pay stub, work permit, property deed

OR

3. Proof of Community Interest

Examples: membership card, receipt of membership dues, or letter from school, church, or organization

Letter must be on organization's letterhead and include the following to be valid:

-date; statement that organization is non-profit and the representative's original signature, full printed name, title, contact information; physical address of the organization that has been continuously maintained no less than one year within the

MVCC's boundaries

-name of stakeholder, relationship to establishment, duration of participation and organization considers stakeholder to be a substantial and ongoing participant

This information is summarized.

For exhaustive information, please visit MarVista.org/election for downloads and links to City Clerk information.

Or contact them directly via email:

Clerk.ElectionsNC@LACity.org or phone: 213-978-0444 Thank you!

2





2021 Neighborhood Council (NC) Elections Vote by Mail (VBM) Application



IMPORTANT: To qualify to receive a ballot, you must complete a VBM Application using the online portal at clerk.lacity.org/elections, or *return this completed application to the address provided at the bottom.* Incomplete applications will not be processed. Complete applications must have all of the required information (*) included. The last day to apply for a VBM ballot is seven (7) days prior to the election, see the 2021 Neighborhood Council Timeline for specific deadlines. Some of the information on the VBM Application is subject to the California Public Records Act request, see 2021 Neighborhood Council Election Handbook section 8.4 for more information.

Questions/Concerns? Call 213-978-0444

	,	ins/Concerns: C	an 213-770-04-	TT		
	*PRINT VOTER INFORMATION – Please print of	learly.				
1	First Name:	Middle Name:	Last Nan	ne:		
	Birthdate:/Phone Number: (_)	Email:			
	*ESTABLISH YOUR STAKEHOLDER STATUS – F	Place an "X" in the appro	priate box below and su	pporting documents will be required.		
	I qualify to vote in	N	eighborhood Council b	ecause:		
	I am a resident of the Neighborhood Cou	ıncil and live at:				
	Address:		City:	Zip:		
	I own a business or work within the Neig	hborhood Council at:				
	Name of Business or Work Place:					
	Address:		City:	Zip:		
2	I own real property in the Neighborhood	Council at:				
	Address:		City:	Zip:		
	I have a community interest at a commu than one year, and that performs ongoir within the NC's boundaries. A for-profit Name of Organization:	ng and verifiable activitie entity shall not qualify as	s and operations that be a Community Organiza	penefit the neighborhood, and is located ation:		
	Address:					
	*MAIL MY BALLOT TO (please provide mailing					
3	Address:	Ар	t #:	Zip:		
	*SIGN DOCUMENT: I, the undersigned, declare under penalty of perjury that the above statements are true and correct:					
4						
	Signature:			Date:		
5	I designate the following agent to return my	VBM application on my	behalf.			
	Print Name of Authorized Agent		Si	gnature of Authorized Agent		
Thi	is application must be received at least seven day	s prior to Election Day. Ro	eturn your completed fo	rms using one of the following 3 options:		
	1. Mail Application to:		2	. Email:		
	Office of the City Clerk - Election Division 555 Ramirez Street, Space 300	OR		lerk.electionsnc@lacity.org Fax: (213) 978-0376		
		ption requires ser		documents with application.		
	TO BE COMPLETED BY VBM STAFF					
List	t document(s) provided (if applicable):					
			Ехр.	date (if applicable):		
Ent	tered by:			Date:		

Maestra

Receipt

+1 914-600-3388 support@maestrasuite.com Receipt number Invoice number Date paid Payment method 2538-1421 0546779D-0006 January 26, 2021 - 9297

Paid by

ETzItQ4ArDNPy1zzHByBB6focG52 marvistacommunitycouncil@gmail.com

\$49.00 paid on January 26, 2021

Description	Qty	Unit price	Amount
JAN 27 – FEB 26, 2021			
Maestra 10 Hours Monthly	1	\$49.00	\$49.00
		Subtotal	\$49.00
		Amount paid	\$49.00

mvcc.director.hanna@gmail.com

From: No Reply - Mailchimp <no-reply@mailchimp.com>

Sent: Wednesday, January 27, 2021 10:40 PM

To: elliot.hanna@marvista.org

Subject: Mailchimp Order



Your order has been processed.

Order MC08655165

Processed on Jan 27, 2021 10:39 pm Los Angeles.

Monthly plan 1501 - 2500 subscribers.	\$35.99
Discounts Two-factor authentication (10.0%)	(-) \$3.60
Subtotal	\$32.39
Taxes Tax	\$0.00
Total	\$32.39
Paid via Mast card ending in 9297	\$32.39

on January 27, 2021

Issued to
Elliot Hanna
Mailchimp
elliot.hanna
c/o The Rocket Science Group, LLC
675 Ponce De Leon Ave NE

elliot.hanna@marvista.org Mar Vista Community Council 200 N. Spring St Los Angeles, CA 90012 (310) 710-9495 Suite 5000 Atlanta, GA 30308 USA www.mailchimp.com US EIN 58-2554149

View In Your Account

Sales Tax was not applied to this purchase.

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675 Ponce De Leon Ave NE • Suite 5000 • Atlanta, GA 30308 USA

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MVCC-FRAUD ALERT CREDIT CARD HAS BEEN CANCELLED

Holly Tilson

Tue, Feb 2, 2021 at 4:25 PM

To: "shawna.dungo@lacity.org" <shawna.dungo@lacity.org>, "melvin.canas@lacity.org" <melvin.canas@lacity.org>, "martha.cabral@lacity.org" Reply-To: Holly Tilson <

<martha.cabral@lacity.org> Cc: "elliot.hanna@marvista.org" <elliot.hanna@marvista.org>

stated that a "fraud declaration" form needs to be filled out but has to go to the address of record which is Spring Street. I don't know who exactly will get this or what Hi All, Hope everyone is doing well. Elliot called the bank, our credit card has been cancelled. There are issuing a new one that will be sent to his address. The bank office it will end up at but Elliot's more than happy to fill it out if you can send it to him when you get it.

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Tue, Feb 2, 2021 at 6:24 PM

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mvcc.director.hanna@gmail.com <mvcc.director.hanna@gmail.com> To: shawna.dungo@lacity.org, melvin.canas@lacity.org, martha.cabral@lacity.org Cc: Holly Tilson

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I did call the bank and the fraudulent charges are being disputed as Holly stated in her e-mail. There is another matter I must bring to your attention:

the charges to her personal account reversed. As you know, spear phishing is very common and, since board members' e-mail addresses are publicly listed, I wasn't A couple of weeks ago, several MVCC board members were targeted in a spear phishing attack asking members to purchase Apple Gift Cards on my behalf. I advised everyone to NOT click on the link and to delete the e-mail immediately. One member, before receiving my warning, did click on the link but was able to get

Frankly, I expect other NCs to report similar problems in the very near future. In my opinion, there's very good reason to believe that the city has somehow been Fast forward to today where Holly discovered four fraudulent charges for, of all things, Apple Gift Cards. This is too much of a coincidence to be a coincidence. hacked. Of course, I cannot be positive but prudence dictates that you report this to your IT department as a possible breach.

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Elliot



MVCC-FRAUD ALERT CREDIT CARD HAS BEEN CANCELLED

Holly Tilson

Tue, Feb 2, 2021 at 4:25 PM

To: "shawna.dungo@lacity.org" <shawna.dungo@lacity.org>, "melvin.canas@lacity.org" <melvin.canas@lacity.org>, "martha.cabral@lacity.org" Reply-To: Holly Tilson <

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StorQuest - West Los Angeles / Sawtelle 2531 Sawtelle Blvd. Los Angeles, CA 90064 (310) 477-6964

Payment Receipt

Transaction Date: Jan 30, 2021
Transaction Number: 1067876765
Account Number: 1003314483
Agent: A AP

Mar Vista Community Council P.O. Box 66871

Los Angeles , CA 90066

Charge Date	Item Description	Amount
Jan 30, 2021	Unit 034 Rent: (Jan 30, 2021 thru Feb 27, 2021)	\$515.00
Jan 30, 2021	Insurance 3,000 coverage: (Jan 30, 2021 thru Feb 27, 2021)	\$12.00

	Та	narges:	\$527.00 \$.00 \$527.00
	Tot	Payment Summary: Total Tendered: Change:	
	Payment Method	Reference	Amount
Customer Signature	MasterCard	xxxxx9297	\$527.00