



Monthly Expenditure Report

Reporting Month: November 2025 Budget Fiscal Year: 2025-2026

NC Name: Mar Vista Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$29890.32	\$1312.80	\$28577.52	\$5000.00	\$4000.00	\$19577.52

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19084.74	\$562.80	\$16827.52	\$0.00	\$16827.52
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$14000.00	\$750.00	\$11750.00	\$5000.00	\$6750.00
Funding Requests Under Review: \$0.00		Encumbrances: \$4000.00		Previous Expenditures: \$3194.42	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	11/01/2025	Mvcc Web Services Oct 2025	General Operations Expenditure	Office	\$157.00
2	MAILCHIMP	11/02/2025	Mail Chip - to send emails to MVCC community.	General Operations Expenditure	Office	\$54.00
3	NAMETAGWIZARD.COM	11/10/2025	10.2 budget approval -signed Name tags for Board Members	General Operations Expenditure	Office	\$140.80
4	THE WEB CORNER, INC.	11/15/2025	10.2 Budget Approval - Office Web Corner Expense	General Operations Expenditure	Office	\$157.00
5	MAILCHIMP	11/18/2025	10.2 Budget Approval Mail Chimp Nov 2025	General Operations Expenditure	Office	\$54.00
6	Pacific Area Boosters Association, Inc.	11/03/2025	13.4 MVCC BOD approves \$750 for a NPG Application for Pacific Area Boosters Association - LAPD Pacific Division 100 Year Anniversary.	Neighborhood Purpose Grants		\$750.00
Subtotal:						\$1312.80

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

1	Nuestros Alimentos	12/12/2025	13.6 Nov BOD NPG Nurish LA The MVCC approves a Neighborhood Purposes Grant (NPG) in the amount of \$5,000 to help support the expansion of Nourish LA's operation to include a Food Recovery app develope...	Neighborhood Purpose Grants		\$5000.00
	Subtotal: Outstanding					\$5000.00

The Web Corner, Inc.**Invoice**

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
818-345-7443

Bill To

Mar Vista NC
P.O. Box 66871
Mar Vista, CA 90066

Date	Invoice #	Terms
10/15/2025	28951	
Ship To		

QTY	Description	Price Each	Amount
1	October 2025 Monthly Maintenance: includes up to 1 hour for; phone support, web development, requests, & website adjustment	150.00	150.00
2	October 2025 Email Standard Mailboxes: 2 Accounts for outreach@marvista.org; chair@marvista.org	3.50	7.00
0	October 2025 Monthly Hosting for marvista.org (included in maintenance)	15.00	0.00

Please remit payment at your earliest convenience. Thank you for your business!	Total	\$157.00
	Payments/Credits	\$0.00
	Balance Due	\$157.00



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

Authorized Signature <i>April Peterson</i>	Authorized Signature: <i>Charlene Samiley</i>
Print/Type Name: April Peterson	Print/Type Name: Charlene Samiley
Date: October 23, 2025	Date: October 23, 2025



Charlene Samiley <charlene.marvista@gmail.com>

Mailchimp Invoice

No Reply - Mailchimp <no-reply@mailchimp.com>
To: charlene.marvista@gmail.com

Sat, Nov 1, 2025 at 11:22 PM



Your order has been processed.

Invoice MC23916767

Processed on November 01, 2025 11:22 PM Los Angeles.

Monthly plan	\$54.00
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1501 - 2500 subscribers.

Intuit Assist for Mailchimp*	\$0.00
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AI-powered marketing

Paid via Mast ending in 8496 which expires 12/2026	\$54.00
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on November 02, 2025

Balance as of November 02, 2025	\$0.00
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* Intuit Assist functionality (beta) is available to certain users with Premium, Standard and Legacy plans in select countries in English only. Access to Intuit Assist is available at no additional cost at this time. Pricing, terms, conditions, special features and service options are subject to change without notice. Availability of features and functionality varies by plan type. Features may be broadly available soon but represents no obligation and should not be relied on in making a purchasing decision. For details, please view Mailchimp's various [plans and pricing](#).

Issued to

Charlene Samiley
outreach@marvista.org
charlene.marvista@gmail.com
Mar Vista Community Council
200 N. Spring St Los Angeles, CA 90012
310-403-1246

Issued by

Mailchimp
c/o The Rocket Science Group, LLC
<405 N. Angier Ave. NE, Atlanta, GA 30308 USA>
www.mailchimp.com
Tax ID: US EIN 58-2554149

[View In Your Account](#)

Sales Tax was not applied to this purchase.

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Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



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Authorized Signature April Peterson

Authorized Signature: 

Print/Type Name: April Peterson

Print/Type Name: Charlene Samiley

Date: September 18, 2025

Date: September 18, 2025

----- Forwarded message -----

From: Name Tag Wizard <sales@nametagwizard.com>

Date: Sun, Nov 9, 2025 at 7:39 PM

Subject: Name Tag Wizard: New Order # 25300460

To: Carolyn Honda <ckhondamvcc@gmail.com>



ORDER DETAILS

Hi Carolyn Honda,

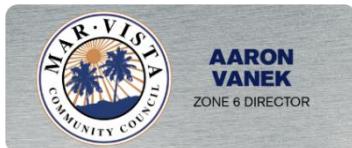
Thank you for placing your order. Your order number is:

#25300460

Estimated to arrive by: Tuesday, November 18, 2025

[Click here to track this order](#)

PRODUCT	SKU	QTY	PRICE
Full Color Name Tag	100123-3	1	\$12.99



Material Color: Silver

Silver Material: Plastic

Plastic Corners: Small Round

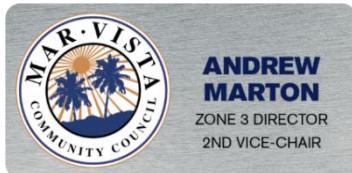
Backing: Magnet

Design: Custom Design

Size: 1.5" x 3.5"

Brushed Aluminum Rectangle Name Tag

100124-2 1 \$11.54



Material Type: Silver Plastic

Plastic Corners: Small Round

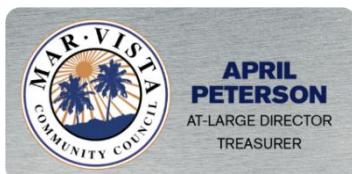
Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Custom Full Color Rectangle Name Tag

100128-2 1 \$12.49



Material Color: Silver

Silver Material: Plastic

Plastic Corners: Small Round

Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Brushed Aluminum Rectangle Name Tag

100124-2 1 \$11.54



Material Type: Silver Plastic

Plastic Corners: Small Round

Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Brushed Aluminum Rectangle Name Tag

100124-2 1 \$11.54



Material Type: Silver Plastic

Plastic Corners: Small Round

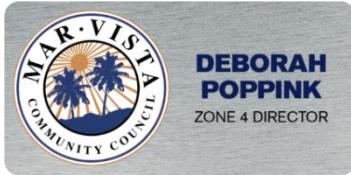
Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Brushed Aluminum Rectangle Name Tag

100124-2 1 \$11.54



Material Type: Silver Plastic

Plastic Corners: Small Round

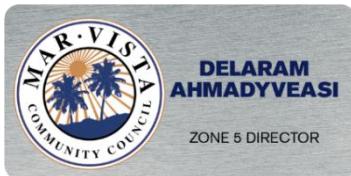
Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Brushed Aluminum Rectangle Name Tag

100124-2 1 \$11.54



Material Type: Silver Plastic

Plastic Corners: Small Round

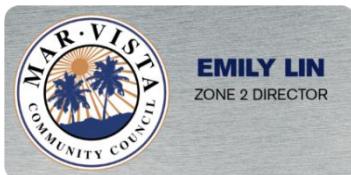
Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Brushed Aluminum Rectangle Name Tag

100124-2 1 \$11.54



Material Type: Silver Plastic

Plastic Corners: Small Round

Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Brushed Aluminum Rectangle Name Tag

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Plastic Corners: Small Round

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Design: Custom Design

Size: 1.5" x 3"

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Material Type: Silver Plastic

Plastic Corners: Small Round

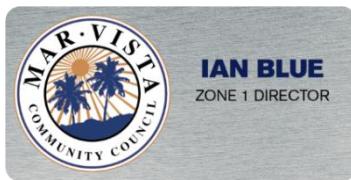
Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Brushed Aluminum Rectangle Name Tag

100124-2 1 \$11.54



Material Type: Silver Plastic

Plastic Corners: Small Round

Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Custom Full Color Rectangle Name Tag

100128-2 1 \$12.49



Material Color: Silver

Silver Material: Plastic

Plastic Corners: Small Round

Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Custom Full Color Rectangle Name Tag

100128-2 1 \$12.49



Material Color: Silver

Silver Material: Plastic

Plastic Corners: Small Round

Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Brushed Aluminum Rectangle Name Tag

100124-2 1 \$11.54



Material Type: Silver Plastic

Plastic Corners: Square Corners / Beveled Edges

Backing: Magnet

Design: Custom Design

Size: 1.5" x 3"

Subtotal	\$165.86
Shipping	\$7.99
Discount (wizard30)	-\$49.76
Tax	\$11.72

Fees (Large Order Art Set Up Fee)	\$4.99
Grand Total	\$140.80

PAYMENT & DELIVERY DETAILS

Payment method:

Credit Card

Card Number (Last 4):

8496

Credit Card Type:

MasterCard

Shipping info:

Carolyn Honda

MVCC

3342 Grand View Blvd

Los Angeles, California, 90066-1935

United States

T: 424-316-8444

Have Questions or need to change your order?

[\(866\) 574-3353](#) [Live Chat](#) sales@nametagwizard.com

[Access My Account](#)

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Custom CS Signs

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We, the authorized signers of the above named Neighborhood Council, declare that this meeting was held in accordance with all laws, policies, and procedures. This meeting where a quorum of the Board was present.

rmation presented on the to and complete, and that a public

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Authorized Signature <i>April Peterson</i>	Authorized Signature <i>Charlene Samiley</i>
Print/Type Name: April Peterson	Print/Type Name: Charlene Samiley
Date: November 20, 2025	Date: November 20, 2025

The Web Corner, Inc.**Invoice**

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
818-345-7443

Bill To

Mar Vista NC
P.O. Box 66871
Mar Vista, CA 90066

Date	Invoice #	Terms
11/15/2025	29056	

Ship To

QTY	Description	Price Each	Amount
1	November 2025 Monthly Maintenance: includes up to 1 hour for; phone support, web development, requests, & website adjustment	150.00	150.00
2	November 2025 Email Standard Mailboxes: 2 Accounts for outreach@marvista.org; chair@marvista.org	3.50	7.00
0	November 2025 Monthly Hosting for marvista.org (included in maintenance)	15.00	0.00

Please remit payment at your earliest convenience.

Thank you for your business!

	Total	\$157.00
	Payments/Credits	-\$157.00
	Balance Due	\$0.00



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Authorized Signature <i>April Peterson</i>	Authorized Signature <i>Charlene Samiley</i>
Print/Type Name: April Peterson	Print/Type Name: Charlene Samiley
Date: November 20, 2025	Date: November 20, 2025



april peterson <april.mvcc.la@gmail.com>

Fwd: Mailchimp Invoice

2 messages

Charlene Samiley <charlene.marvista@gmail.com>
To: april peterson <april.mvcc.la@gmail.com>

Tue, Nov 18, 2025 at 10:11 AM

Sent from my iPhone

Begin forwarded message:

From: No Reply - Mailchimp <no-reply@mailchimp.com>
Date: November 17, 2025 at 10:22:13 PM PST
To: charlene.marvista@gmail.com
Subject: Mailchimp Invoice



Your order has been processed.

Invoice MC24224411

Processed on November 17, 2025 10:22 PM Los Angeles.

Monthly plan	\$54.00
1501 - 2500 subscribers.	
Paid via Mast ending in 8496 which expires 12/2026	\$54.00
on November 18, 2025	
Balance as of November 18, 2025	\$0.00

Issued to

Charlene Samiley
outreach@marvista.org
charlene.marvista@gmail.com
Mar Vista Community Council
200 N. Spring St Los Angeles, CA 90012
310-403-1246

Issued by

Mailchimp
c/o The Rocket Science Group, LLC
405 N. Angier Ave. NE, Atlanta, GA 30308
USA
www.mailchimp.com
Tax ID: US EIN 58-2554149

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Sales Tax was not applied to this purchase.

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[Turn off Notification](#)

Charlene Samiley <charlene.marvista@gmail.com>
To: april peterson <april.mvcc.la@gmail.com>

Sun, Dec 7, 2025 at 7:22 PM

[Quoted text hidden]



We, the authorized signers of the above named Neighborhood Council, declare that this meeting was held in accordance with all laws, policies, and procedures. This meeting where a quorum of the Board was present.

rmation presented on the to and complete, and that a public

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Authorized Signature <i>April Peterson</i>	Authorized Signature <i>Charlene Samiley</i>
Print/Type Name: April Peterson	Print/Type Name: Charlene Samiley
Date: November 20, 2025	Date: November 20, 2025

Neighborhood Purposes Grants

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open, accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A “Project Completion Report” template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- Clerk.NCFunding@lacity.org
- (213) 978-1058

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.

MVCC - MAR VISTA COMMUNITY COUNCIL

Name of NC from which you are seeking this grant:

SECTION I- APPLICANT INFORMATION

PACIFIC AREA BOOSTERS ASSOCIATION		95-3971193	CA	1973
1a)	Organization Name	Federal I.D. # (EIN#)	State of Incorporation	Date of 501(c)(3) Status (if applicable)
1b)	PO BOX 2895	VENICE	CA	90291
	Organization Mailing Address	City	State	Zip Code
1c)	Business Address (If different)	City	State	Zip Code

1d) **PRIMARY CONTACT INFORMATION:**

DIANE BARRETTI 310.529.1294 PACIFICBOOSTERS@GMAIL.COM

Name	Phone	Email
------	-------	-------

2) **Type of Organization- Please select one:**

Public School (not to include private schools)
Attach Signed letter on School Letterhead

or

501(c)(3) Non-Profit (other than religious institutions)
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.**

LAPD PACIFIC AREA POLICE STATION WILL CELEBRATE ITS 100TH YEAR CELEBRATION ANNIVERSARY ON NOVEMBER 15TH, 2025. WE ARE PLANNING A NUMBER OF EVENTS IN AND AROUND THE STATION ON NOVEMBER 15TH. INCLUDING A CEREMONY IN FRONT OF STATION WITH A STAGE, PODIUM FOR SPEAKERS. COMPLIMENTARY FOOD FOR THE COMMUNITY. INVITATIONS TO ALL LOCAL COMMUNITY LEADERS AND RESIDENTS. UPPER STAFF FROM DOWNTOWN LA HEADQUARTERS WILL BE PRESENT. The grant request for \$750 will be used as a partial towards the food purchase. Our food budget is approximately based on 500 people attending and will be about \$4000. We are reaching out to each of the 5 neighborhood councils to contribute to cover this part of the event.

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)**

HOME OF VENICE BEACH AND THE LOS ANGELES INTERNATIONAL AIRPORT (LAX), PACIFIC AREA IS THE CITY'S MOST POPULAR DIVISION. MORE TOURISTS VISIT THE DYNAMIC CONFINES OF OUR COMMUNITY THAN ANYWHERE ELSE IN THE WESTERN REGION OF THE USA. THIS IS LARGELY DUE TO ONE OF THE WORLD'S BUSIEST AIRPORTS, LAX, AND TO VENICE BEACH. THE PACIFIC COMMUNITY IS 25.74 SQUARE MILES IN SIZE, HAS OVER 200,000 RESIDENTS AND IS UNDER THE JURISDICTION OF OPERATIONS-WEST BUREAU. NEIGHBORHOODS SERVED INCLUDE VENICE BEACH, OAKWOOD, MAR VISTA, PLAYA DEL REY, PLAYA VISTA, PALMS AND WESTCHESTER. WE WANT TO INVITE OUR COMMUNITY IN AND JOIN THE CELEBRATION WITH OUR OFFICERS AND GET TO KNOW WHAT PACIFIC IS ALL ABOUT.

This grant will be used to allow us to invite the community to partake in this special event and offer food. a community event this big cannot be done without the support of neighborhood partners.

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

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
PLEASE FIND FULL BUDGET ATTACHED - REQUESTING PARTIAL TOWARDS	\$ 750.00	\$
THE PURCHASE OF FOOD TO GIVE OUT TO THE COMMUNITY\$750.00	\$	\$
	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

No Yes If Yes, please list names of NCs: YES WE WILL BE REACHING OUT TO ALL 5 COUNCILS IN OUR DISTRICT

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
NCWP \$1500 + DRNC \$500 + PNC \$500 VCC \$750	\$ 3250.00	\$ 4000.00
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 750.00

10a) Start date: 10 / 15 / 25 10b) Date Funds Required: 11 / 15 / 25 10c) Expected Completion Date: 11 / 15 / 25
(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*

DIANE BARRETTI

PRESIDENT

Diane Barrett

10/10/25

PRINT Name

Title

Signature

Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

DONNA LASMAN

SECRETARY

Donna Lasman

10/10/25

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

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



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Authorized Signature	<i>April Peterson</i>	Authorized Signature	<i>Charlene Samiley</i>
Print/Type Name:	April Peterson	Print/Type Name:	Charlene Samiley
Date:	October 23 2025	Date:	October 23, 2025