

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Bel Air-Beverly Crest NC

Meeting Date: 06-19-2019

Budget Fiscal Year: 2019-2020

Agenda Item No: 16.e.

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

Page 1 of 2: Motion: Approve next Fiscal Year Admin. Packet (Attachment C) [for Budget see pages 8, 9 & 10]

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Irene Sandler	Bel Air Crest Master Assn. Rep.	X					
Mark Goodman, M.D.	Bel Air District Rep.					X	
Gail Sroloff	Bel Air District Rep.				X		
Vacant <i>Lally</i>	Bel Air Glen District Rep.			X			
Robin Greenberg	Bel Air Hills Assn. (RVA) Rep.	X					
Wendy Morris	Bel Air Hills Assn. (RVA) Rep.					X	
Andre Stojka	Bel Air Ridge Assn. Rep.	X					
Robert Schlesinger	Benedict Cyn. Assn. Rep.	X					
Don Loze	Benedict Cyn. Assn. Rep.	X					
Nickie Miner	Benedict Cyn. Assn. Rep.				X		
Mindy Mann	Benedict Cyn. Assn. Rep.			X			
Sam Sanandaji	Casiano Estates Assn. Rep.				X		
Travis Longcore, Ph.D.	Custodian of Open Spaces Rep.	X					
Jackie DeFede	Faith-Based Organizations Rep.	X					
<i>Maura</i> Vacant	Franklin-Coldwater District Rep.	X					
Vacant <i>Messa</i>	K-6 Private Schools Rep.					X	
Jon Wimbish	7-12 Private Schools Rep.				X		
Kristie Holmes	Public Ed. Institutions Rep.				X		
Jason Spradlin	Holmby Hills Assn. Rep.				X		
Jamie Hall	Laurel Cyn. Assn. Rep.				X		
Stephanie Savage	Laurel Cyn. Assn. Rep.	X					
Cathy Wayne	Laurel Cyn. Assn. Rep.	X					
<i>Ann</i> Heather Roy <i>act</i>	Laurel Cyn. Assn. Rep.	X					
Chuck Maginnis	At Large Rep.	X					
Marcia Hobbs	At Large Rep.					X	
Shawn Bayliss	At Large Rep.					X	
Philip Enderwood	At Large: Youth Seat Rep.				X		
Jacqueline Le Kennedy	Commercial/Office District Rep.				X		
Board Quorum: 15	Total:	(14)		(3)	(9)	(6)	

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

Jacqueline Le Kennedy

Authorized Signature:

Robert A. Ringler

Print/Type Name: Jacqueline Le Kennedy, Treasurer

Print/Type Name: Robert A. Ringler, Second Signatory

Date: June 19, 2019

Date: June 19, 2019

**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:

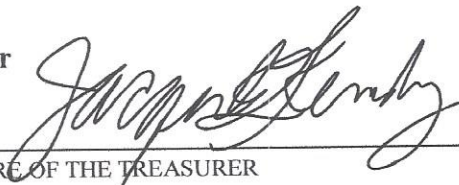
- (1) we are authorized to request City funding to support NC general operations,
- (2) all items or services described or included in any related funding requests are exclusively intended to further the goals and objectives of the Neighborhood Council, and
- (3) all reasonable precautions shall be exercised 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 

SIGNATURE OF THE TREASURER

Jacqueline Le Kennedy

PRINT NAME OF THE TREASURER

Business Seat / Board Treasurer

BOARD POSITION

June 5, 2019

DATE

jkennedy@babnc.org


EMAIL

310-292-8887

PHONE NUMBER

CONTINUES OTHER SIDE

2nd Signer

X 
SIGNATURE OF THE 2ND SIGNER

Robert A. Ringler
PRINT NAME OF THE 2ND SIGNER

Residents of Beverly Glen / Secy & 2nd Signer (Past
BOARD POSITION

06/19/2019
DATE

raringler@babanc.org
EMAIL

310-365-5723
PHONE NUMBER

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

SIGNATURE OF THE ALTERNATE SIGNER

DATE

PRINT NAME OF THE ALTERNATE SIGNER

EMAIL

BOARD POSITION

PHONE NUMBER

1st Bank Cardholder

X 
SIGNATURE OF THE 1ST BANK CARD HOLDER

Robert Allen Ringler
PRINT NAME OF THE 1ST BANK CARD HOLDER

Residents of Beverly Glen / Secy & 2nd Signer (Past
BOARD POSITION

06/19/2019
DATE

raringler@babanc.org
EMAIL

310-365-5723
PHONE NUMBER

2nd Bank Cardholder

X 
SIGNATURE OF THE 2ND BANK CARD HOLDER

PRINT NAME OF THE 2ND BANK CARD HOLDER

BOARD POSITION

6/19/2019
DATE

EMAIL

PHONE NUMBER

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

Neighborhood Purposes Grants (NPG) Expenditures Category	
Neighborhood Purpose Grants	2,250
Total NPG Expenditures	\$2,250

Community Improvement Projects (CIP) Expenditures Category	
Community Improvement Projects	\$250
Total CIP Expenditures	\$250

TOTAL BUDGET ALLOCATIONS	
Office/Operational Expenditures	\$32,000
Outreach Expenditures	\$7,500
Elections Expenditures	0
General and Operational Expenditures	\$39,500.00
Neighborhood Purposes Grants (NPG) Expenditures	\$2,250.00
Community Improvement Project (CIP) Expenditures	\$250.00
TOTAL EXPENDITURES FOR FISCAL YEAR 2019-2020	\$42,000.00

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 leases or services that NC may currently have or that it would like to secure in the Fiscal Year. If a lease or service 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 actual agreement or lease, if drafted.

Office Lease: *City of LA provides our office space at WLA Municipal Bldg.

<input 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:	West LA Municipal Bldg.
Property Address:	1645 Corinth, Room #103-4 Los Angeles, CA 90025
Property Owner:	Facilities Manager: Alex @ Office CM Mike Bonin 2nd Floor
Property Owner Phone Number:	Facilities Manager: 310-575-8461
Property Owner Email:	
Monthly Cost:	\$0.00
Donation Value (if applicable):	N/A

Board Meeting Location: One meeting month @ \$125.00 & one meeting donated.

<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:	American Jewish University (AJU)
Property Address:	15600 Mulholland Drive L.A., CA 90077
Property Owner:	Facilities Manager: Sam Levitt
Property Owner Phone Number:	(310) 476-9777, ext. 288
Property Owner Email:	SLevitt@aju.edu One meeting/mo. donated
Do you pay for the meeting location?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Donation Value (if applicable):	\$3,000.00

Storage Facility:

<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	
Facility Name/Owner	
Facility Address:	
Facility Owner Phone Number:	
Facility Owner Email:	
Name on Facility Account:	
Monthly Cost:	

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 Postal Service
NC P.O. Box Address	252007
Property Owner Address:	11420 Santa Monica Blvd., 90025-9998
Property Owner Phone Number:	
Property Owner Email:	council@babnc.org
Name on P.O. Box Account:	BABCNC
Monthly Cost:	30.50

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:	The Web Corner
Service Provider Address:	19509 Ventura Blvd., Tarzana, CA 91356
Service Provider Phone Number:	818-345-7443
Service Provider Email:	ncsupport@thewebcorner.org
Type of Services Provided:	Monthly maintenance and website hosting, posting news items, photos, sending out Mail Chimp email blasts, providing updates to our Mail Chimp database.
Monthly Cost:	165.00