

# Attachment "C"

## Monthly Expenditure Report



Reporting Month: July 2025

Budget Fiscal Year: 2025-2026

NC Name: Bel Air-Beverly Crest  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$25000.00	\$3839.10	\$21160.90	\$2752.18	\$0.00	\$18408.72

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25000.00	\$3794.57	\$21160.90	\$2752.18	\$18408.72
Outreach		\$44.53		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE BABCNC.O	07/01/2025	Google Workspace Receipt & Invoice 07-01-2025.pdf	General Operations Expenditure	Office	\$262.19
2	ADOBE	07/01/2025	Adobe Invoice & Receipt 07-01-2025 Adobe.pdf	General Operations Expenditure	Office	\$12.99
3	LA SANDWICH BAR	07/22/2025	In-Person General Board Meeting expenses	General Operations Expenditure	Office	\$430.00
4	L.A. PRESS PRINTING IN	07/23/2025	LA Press Printing Receipt/Invoice 07/23/2025.pdf	General Operations Expenditure	Outreach	\$44.53
5	ADOBE	07/23/2025	Adobe Invoice & Receipt 07-01-2025 Adobe.pdf	General Operations Expenditure	Office	\$12.99
6	TREEPEOPLE.ORG	07/23/2025	In-person Board Meeting	General Operations Expenditure	Office	\$300.00
7	USPS PO BOXES ONLINE	07/25/2025	PO Box Rental	General Operations Expenditure	Office	\$498.00



## 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: June 25, 2025

Budget Fiscal Year: 2024/2025

Agenda Item No: 7

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

Motion to approve the Draft Budget / Administrative Packet (Attachment C)

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
Elizabeth Barcohana	Private K-6 Schools				X		
Shawn Bayliss	At-Large Traditional Stakeholder				X		
Ellen Evans	Community Interest At-Large					X	
Mark Goodman, MD	Bel-Air Association				X		
Robin Greenberg	Religious Institutions	X					
Angela DeSilva for Mirco Gros	DSPNA	X					
Jamie Hall	Laurel Canyon Assn.					X	
Kristie Holmes, Ph.D.	Public Educational Institutions	X					
David Scott Kadin	Benedict Canyon Assn.	X					
Aaron Kamin	North of Sunset District	X					
Robert (Bobby) Kwan	Laurel Canyon Association				X		
Vadim Levotman	North of Sunset District	X					
Travis Longcore, Ph.D.	Custodians of Open Space	X					
Vacancy	Benedict Canyon Assn.						
Mindy Rothstein Mann	At-Large Traditional Stakeholder	X					
Nickie Miner	Benedict Canyon Assn.					X	
Michael Kemp	Bel Air Hills Assn.	X					
Dan Palmer	Residents of Beverly Glen				X		
Robert A. Ringler	Residents of Beverly Glen				X		
Tad Marburg	North of Sunset District	X					
Jonathan Brand	Bel-Air Association	X					
Sandy Ryan (stepped out)	Casiano Estates Assn.				X		
Irene Sandler	Bel Air Crest Master Assn.	X					
Stephanie Savage	Laurel Canyon Assn.	X					
Robert Schlesinger	Benedict Canyon Assn.					X	
Maureen Smith	Commercial or Office	X					
Jason Spradlin	Holmby Hills HOA				X		
Jonathan Silver	Bel Air Association				X		
Board Quorum: 21	Total:						

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: Signature page follows

Authorized Signature: Signature page follows

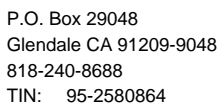
Print/Type Name:

Print/Type Name:

Date:

Date:

Date: 07/11/2025	Date: 07/01/2025
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Bill To  
City of LA Done Bel Air-Beverly Crest NC  
Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025

Purchase Order	Not Specified
Department	Not Specified

Customer - Site		Invoice Date	Invoice Number		Office	Page	Amount		
00950101 - 0111		06/01/2025	01-7101747		1002 Downtown L.A.	1	\$1,408.00		
Employee Name	Line	Job Description	Weekend	Charge	Unit	Rate	Sales Tax	State	Total
Palmer, Catherine	4	Telecommuter	05/03/2025	STD	30.00	25.60	0.00		\$768.00
<b>SB Code :</b>		<b>SB Value :</b>							
CNTRT		C-132956							
Palmer, Catherine	3	Telecommuter	05/10/2025	STD	5.00	25.60	0.00		\$128.00
<b>SB Code :</b>		<b>SB Value :</b>							
CNTRT		C-132956							
Palmer, Catherine	2	Telecommuter	05/17/2025	STD	5.00	25.60	0.00		\$128.00
<b>SB Code :</b>		<b>SB Value :</b>							
CNTRT		C-132956							

PAYMENT DUE UPON RECEIPT OF THIS INVOICE.

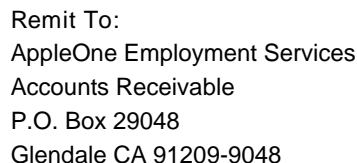
Unpaid balance 45 days from invoice date shall be subject to a service charge of 1.5% per month (18% per annum).

We impose a 2.9% surcharge on most credit card transactions, which is not greater than our cost of acceptance. A surcharge will not be applied to any ACH or debit card transaction.

The parties' executed agreement may include terms that prevail over conflicting terms on this invoice.

IF YOU HAVE QUESTIONS ABOUT THIS INVOICE, PLEASE CALL YOUR REPRESENTATIVE AT 213-892-0234

Please detach at the dotted line and return bottom portion with your payment. Thank you.



You can now pay electronically through



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Customer #	Invoice Date	Invoice Number	Office	Amount	Amount Paid
00950101 - 0111	06/01/2025	01-7101747	1002 Downtown L.A.	\$1,408.00	

Bill To: City of LA Done Bel Air-Beverly Crest NC  
Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025



# Invoice

P.O. Box 29048  
Glendale CA 91209-9048  
818-240-8688  
TIN: 95-2580864

Bill To  
City of LA Done Bel Air-Beverly Crest NC  
Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025

Purchase Order Not Specified  
Department Not Specified

Customer - Site		Invoice Date	Invoice Number	Office	Page	Amount			
00950101 - 0111		06/01/2025	01-7101747	1002 Downtown L.A.	2	\$1,408.00			
Employee Name	Line	Job Description	Weekend	Charge	Unit	Rate	Sales Tax	State	Total
Palmer, Catherine	1	Telecommuter	05/24/2025	STD	15.00	25.60	0.00		\$384.00

**SB Code :** **SB Value :**  
CNTRT C-132956

Invoice

01-7101747

Line 1

Palmer, Catherine

XV48530025

Web Timecard

Employee Name: Palmer, Catherine

Week Ending: 5/24/2025

Client Name: City of LA Done Bel Air-Beverly Crest NC

Serial no: XV48530025

Imaged on: 5/28/2025

Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time
Monday, May 19, 2025	9:00 AM	12:00 PM	0 hr 0 min	3 hr 0 min	0 hr 0 min	0 hr 0 min
Monday Total:	Regular:	3 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)
Monday Meal Break:	0 hr 0 min					
Tuesday, May 20, 2025	9:00 AM	12:00 PM	0 hr 0 min	3 hr 0 min	0 hr 0 min	0 hr 0 min
Tuesday Total:	Regular:	3 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)
Tuesday Meal Break:	0 hr 0 min					
Wednesday, May 21, 2025	9:00 AM	12:00 PM	0 hr 0 min	3 hr 0 min	0 hr 0 min	0 hr 0 min
Wednesday Total:	Regular:	3 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)
Wednesday Meal Break:	0 hr 0 min					
Thursday, May 22, 2025	9:00 AM	12:00 PM	0 hr 0 min	3 hr 0 min	0 hr 0 min	0 hr 0 min
Thursday Total:	Regular:	3 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)
Thursday Meal Break:	0 hr 0 min					
Friday, May 23, 2025	9:00 AM	12:00 PM	0 hr 0 min	3 hr 0 min	0 hr 0 min	0 hr 0 min
Friday Total:	Regular:	3 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)
Friday Meal Break:	0 hr 0 min					
Work Total:	Regular:	15 hour 0 min		OT: 0 hour 0 min		DT: 0 hour 0 min

Submitted: Catherine Palmer|cathypalmerx7@gmail.com on 05/26/2025

Approved: Travis Longcore|224933 on 05/25/2025

Processed By: dvidal on 05/27/2025

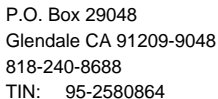
Invoice	01-7101747	Line 2	Palmer, Catherine	XV48527525		
Web Timecard		Employee Name: Palmer, Catherine			Week Ending: 5/17/2025	
Client Name: City of LA Done Bel Air-Beverly Crest NC			Serial no: XV48527525		Imaged on: 5/28/2025	
Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time
Tuesday, May 13, 2025	7:00 PM	10:00 PM	0 hr 0 min	3 hr 0 min	0 hr 0 min	0 hr 0 min
Tuesday Total:		Regular: 3 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)
Tuesday Meal Break:		0 hr 0 min				
Wednesday, May 14, 2025	9:00 AM	11:00 AM	0 hr 0 min	2 hr 0 min	0 hr 0 min	0 hr 0 min
Wednesday Total:		Regular: 2 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)
Wednesday Meal Break:		0 hr 0 min				
Work Total: Regular:				5 hour 0 min	OT: 0 hour 0 min	DT: 0 hour 0 min
Submitted: Catherine Palmer cathypalmerx7@gmail.com on 05/26/2025				Approved: Travis Longcore 224933 on 05/25/2025		
Processed By: dvidal on 05/27/2025						



Invoice	01-7101747	Line 3	Palmer, Catherine	XV48526625			
Web Timecard		Employee Name: Palmer, Catherine			Week Ending: 5/10/2025		
Client Name: City of LA Done Bel Air-Beverly Crest NC			Serial no: XV48526625		Imaged on: 5/28/2025		
Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time	
Monday, May 5, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Monday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Monday Meal Break:		0 hr 0 min					
Tuesday, May 6, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Tuesday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Tuesday Meal Break:		0 hr 0 min					
Wednesday, May 7, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Wednesday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Wednesday Meal Break:		0 hr 0 min					
Thursday, May 8, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Thursday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Thursday Meal Break:		0 hr 0 min					
Friday, May 9, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Friday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Friday Meal Break:		0 hr 0 min					
Work Total: Regular:				5 hour 0 min	OT: 0 hour 0 min	DT: 0 hour 0 min	
Submitted: Catherine Palmer cathypalmerx7@gmail.com on 05/26/2025				Approved: Travis Longcore 224933 on 05/25/2025			
Processed By: dvidal on 05/27/2025							

Invoice	01-7101747	Line 4	Palmer, Catherine	XV48515925			
Web Timecard		Employee Name: Palmer, Catherine			Week Ending: 5/3/2025		
Client Name: City of LA Done Bel Air-Beverly Crest NC			Serial no: XV48515925		Imaged on: 5/28/2025		
Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time	
Monday, April 28, 2025	9:00 AM	3:00 PM	0 hr 0 min	6 hr 0 min	0 hr 0 min	0 hr 0 min	
Monday Total:		Regular: 6 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Monday Meal Break:		0 hr 0 min					
Tuesday, April 29, 2025	9:00 AM	3:00 PM	0 hr 0 min	6 hr 0 min	0 hr 0 min	0 hr 0 min	
Tuesday Total:		Regular: 6 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Tuesday Meal Break:		0 hr 0 min					
Wednesday, April 30, 2025	9:00 AM	3:00 PM	0 hr 0 min	6 hr 0 min	0 hr 0 min	0 hr 0 min	
Wednesday Total:		Regular: 6 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Wednesday Meal Break:		0 hr 0 min					
Thursday, May 1, 2025	9:00 AM	3:00 PM	0 hr 0 min	6 hr 0 min	0 hr 0 min	0 hr 0 min	
Thursday Total:		Regular: 6 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Thursday Meal Break:		0 hr 0 min					
Friday, May 2, 2025	9:00 AM	3:00 PM	0 hr 0 min	6 hr 0 min	0 hr 0 min	0 hr 0 min	
Friday Total:		Regular: 6 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Friday Meal Break:		0 hr 0 min					
Work Total: Regular:				30 hour 0 min	OT: 0 hour 0 min	DT: 0 hour 0 min	
Submitted: Catherine Palmer cathypalmerx7@gmail.com on 05/26/2025				Approved: Travis Longcore 224933 on 05/25/2025			
Processed By: dvidal on 05/27/2025							





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Bill To  
City of LA Done Bel Air-Beverly Crest NC  
Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025

Purchase Order	Not Specified
Department	Not Specified

**PAYMENT DUE UPON RECEIPT OF THIS INVOICE.**

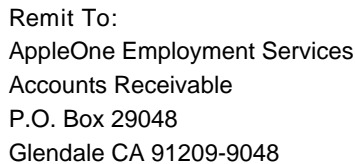
Unpaid balance 45 days from invoice date shall be subject to a service charge of 1.5% per month (18% per annum).

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The parties' executed agreement may include terms that prevail over conflicting terms on this invoice.

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Please detach at the dotted line and return bottom portion with your payment. Thank you.



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Bill To: City of LA Done Bel Air-Beverly Crest NC  
Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025

Invoice	01-7109917	Line 1	Palmer, Catherine	XV56742725			
Web Timecard		Employee Name: Palmer, Catherine			Week Ending: 6/7/2025		
Client Name: City of LA Done Bel Air-Beverly Crest NC			Serial no: XV56742725		Imaged on: 6/10/2025		
Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time	
Monday, June 2, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Monday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Monday Meal Break:		0 hr 0 min					
Tuesday, June 3, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Tuesday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Tuesday Meal Break:		0 hr 0 min					
Wednesday, June 4, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Wednesday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Wednesday Meal Break:		0 hr 0 min					
Thursday, June 5, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Thursday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Thursday Meal Break:		0 hr 0 min					
Friday, June 6, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min	
Friday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)	
Friday Meal Break:		0 hr 0 min					
Work Total:				Regular: 5 hour 0 min	OT: 0 hour 0 min	DT: 0 hour 0 min	
Submitted: Catherine Palmer cathypalmerx7@gmail.com on 06/10/2025				Approved: Travis Longcore 224933 on 06/10/2025			
Processed By: dvidal on 06/10/2025							

Invoice	01-7109917	Line 2	Palmer, Catherine	XV56730125						
Web Timecard		Employee Name: Palmer, Catherine			Week Ending: 5/31/2025					
Client Name: City of LA Done Bel Air-Beverly Crest NC				Serial no: XV56730125		Imaged on: 6/10/2025				
Date	Time In	Time Out	Lunch	Regular	Regular	Overtime	Overtime	Double Time	Double Time	
Monday, May 26, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 min	0 hr 0 min	0 min	0 hr 0 min	0 min	
Monday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)				
Monday Meal Break:		0 hr 0 min								
Tuesday, May 27, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 min	0 hr 0 min	0 min	0 hr 0 min	0 min	
Tuesday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)				
Tuesday Meal Break:		0 hr 0 min								
Wednesday, May 28, 2025	6:00 PM	10:00 PM	0 hr 0 min	4 hr 0 min	0 min	0 hr 0 min	0 min	0 hr 0 min	0 min	
Wednesday Total:		Regular: 4 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)				
Wednesday Meal Break:		0 hr 0 min								
Thursday, May 29, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 min	0 hr 0 min	0 min	0 hr 0 min	0 min	
Thursday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)				
Thursday Meal Break:		0 hr 0 min								
Friday, May 30, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 min	0 hr 0 min	0 min	0 hr 0 min	0 min	
Friday Total:		Regular: 1 hour(s) 0 minute(s)		OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)				
Friday Meal Break:		0 hr 0 min								
Work Total: Regular:				8 hour	0 min	OT: 0 hour	0 min	DT: 0 hour	0 min	
Submitted: Catherine Palmer cathypalmerx7@gmail.com on 06/10/2025				Approved: Travis Longcore 224933 on 06/10/2025						
Processed By: dvidal on 06/10/2025										



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Bill To  
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Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025

Purchase Order	Not Specified
Department	Not Specified

**PAYMENT DUE UPON RECEIPT OF THIS INVOICE.**

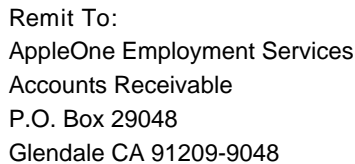
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Bill To: City of LA Done Bel Air-Beverly Crest NC  
Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025

### Web Timecard

Employee Name: Palmer, Catherine

Week Ending: 6/21/2025

Client Name: City of LA Done Bel Air-Beverly Crest NC

Serial no: XV63923425

Imaged on: 6/25/2025

Date	Time In	Time Out	Lunch		Regular		Overtime		Double Time	
Monday, June 16, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Monday Total:	Regular:	1 hour(s) 0 minute(s)			OT:	0 hour(s) 0 minute(s)			DT:	0 hour(s) 0 minute(s)
Monday Meal Break:	0 hr	0 min								
Tuesday, June 17, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Tuesday Total:	Regular:	1 hour(s) 0 minute(s)			OT:	0 hour(s) 0 minute(s)			DT:	0 hour(s) 0 minute(s)
Tuesday Meal Break:	0 hr	0 min								
Wednesday, June 18, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Wednesday Total:	Regular:	1 hour(s) 0 minute(s)			OT:	0 hour(s) 0 minute(s)			DT:	0 hour(s) 0 minute(s)
Wednesday Meal Break:	0 hr	0 min								
Thursday, June 19, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Thursday Total:	Regular:	1 hour(s) 0 minute(s)			OT:	0 hour(s) 0 minute(s)			DT:	0 hour(s) 0 minute(s)
Thursday Meal Break:	0 hr	0 min								
Friday, June 20, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Friday Total:	Regular:	1 hour(s) 0 minute(s)			OT:	0 hour(s) 0 minute(s)			DT:	0 hour(s) 0 minute(s)
Friday Meal Break:	0 hr	0 min								

Work Total: Regular: 5 hour 0 min OT: 0 hour 0 min DT: 0 hour 0 min

Submitted: Catherine Palmer|cathypalmerx7@gmail.com on 06/24/2025

Approved: Travis Longcore|224933 on 06/24/2025

Processed By: dvidal on 06/24/2025

Preapproved By: Vidal, Daliah on 06/24/2025

Client Verification	
Company Name	City of LA Done Bel Air-Beverly Crest NC
Total Hours Worked (in Numbers)	Total Hours Worked (in Words)
<p>I am an authorized representative of City of LA Done Bel Air-Beverly Crest NC, and certify that the employee(s) worked the hours indicated with services performed satisfactorily.</p>	
Client Name and Title	City of LA Done Bel Air-Beverly Crest NC
(Please Print)	002
Client Signature:	

	Start Time		Finish Time		Less/Lunch		Total Reg		Total OT		Total DT		DT Approval
	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	
SUN													
MON	9	0	10	0			1	0					
TUE	9	0	10	0			1	0					
WED	9	0	10	0			1	0					
THUR	9	0	10	0			1	0					
FRI	9	0	10	0			1	0					
SAT													
<b>Total Hours &amp; Minutes Worked This Week</b>							5	0	0	0	0	0	
Office Use Only													
Corporate Use Only													

Week Ending	6	2	1	2	5	Assignment Completed	Yes *	No
Saturday	Month	Day	Year					

Employee name	Palmer, Catherine
---------------	-------------------

[illegible]

Employee Signature	Date	
Dept / Cost Center	Project	Supervisors Phone #
Supervisors Name	Box2	
	Box3	
	Box4	
Class Use Only		
Total Hours		

City &amp; State where services were performed

[illegible]

Reference ID: A7346969

Invoice	01-7117939	Line 1	Palmer, Catherine	XV63923425 - 3
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Outlook

Re: Timecard Approval Needed - Catherine Palmer Timecards 0614 & 0621

From Travis Longcore <[tlongcore@babonc.org](mailto:tlongcore@babonc.org)>  
Date Tue 6/24/2025 7:41 PM  
To Michelle Martinez - 1002 <[michellema@appleone.com](mailto:michellema@appleone.com)>  
Cc Daliah Vidal - 1002 <[dvidal@appleone.com](mailto:dvidal@appleone.com)>, Vadim Levotman <[vlevotman@babonc.org](mailto:vlevotman@babonc.org)>  
2 attachments (32 KB)  
Palmer Catherine 0621 Bel Air Beverly Crest NC.pdf, Palmer Catherine 0614 Bel Air Beverly Crest NC.pdf.

**EXTERNAL EMAIL:** This email comes from an external source. Use caution with links and attachments.  
I approve.



**Travis Longcore, Ph.D. | President**  
Bel Air-Beverly Crest Neighborhood Council | City of Los Angeles  
 310.247.9719 [babonc.org/](http://babonc.org/) [tlongcore@babonc.org](mailto:tlongcore@babonc.org)  
[Join our mailing list](#)

On Jun 24, 2025, at 4:04 PM, Michelle Martinez - 1002 <[michellema@appleone.com](mailto:michellema@appleone.com)> wrote:  
  
Hello Travis,  
  
Please review the timecards attached, if all seems correct email us with "I approve" and we can process Catherine's timecard. If it is easier for you to log into the portal, please do so as soon as possible. Thank you.  
  
"Action is the foundational key to all success."  
~ Pablo Picasso~

**Best Regards,**

*Hiring Made Human*  
Michelle Martinez  
Staffing Consultant  
AppleOne Downtown Los Angeles  
1150 South Olive Street Suite 10-113 | Los Angeles, CA 90015

Invoice	01-7117939	Line 1	Palmer, Catherine	XV63923425 - 4
---------	------------	--------	-------------------	----------------

Office: 213.892.0234 | Direct work: 213.787.8505 | c: 562.396.2998  
[michellema@babonc.com](mailto:michellema@babonc.com)  
[www.linkedin.com/in/michelle-martinez-225415394](http://www.linkedin.com/in/michelle-martinez-225415394)  
I respect the value of your time. If you'd prefer not to receive e-mail messages like this from me, please let me know or contact:  
The ActOne Group, 327 West Broadway, P.O. Box 29048, Glendale, CA 91209-9048



### Web Timecard

Employee Name: Palmer, Catherine

Week Ending: 6/14/2025

Client Name: City of LA Done Bel Air-Beverly Crest NC

Serial no: XV63921625

Imaged on: 6/25/2025

Date	Time In	Time Out	Lunch		Regular		Overtime		Double Time	
Monday, June 9, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Monday Total:	Regular:	1 hour(s) 0 minute(s)			OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)			
Monday Meal Break:	0 hr	0 min								
Tuesday, June 10, 2025	7:00 PM	11:00 PM	0 hr	0 min	4 hr	0 min	0 hr	0 min	0 hr	0 min
Tuesday Total:	Regular:	4 hour(s) 0 minute(s)			OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)			
Tuesday Meal Break:	0 hr	0 min								
Wednesday, June 11, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Wednesday Total:	Regular:	1 hour(s) 0 minute(s)			OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)			
Wednesday Meal Break:	0 hr	0 min								
Thursday, June 12, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Thursday Total:	Regular:	1 hour(s) 0 minute(s)			OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)			
Thursday Meal Break:	0 hr	0 min								
Friday, June 13, 2025	9:00 AM	10:00 AM	0 hr	0 min	1 hr	0 min	0 hr	0 min	0 hr	0 min
Friday Total:	Regular:	1 hour(s) 0 minute(s)			OT: 0 hour(s) 0 minute(s)		DT: 0 hour(s) 0 minute(s)			
Friday Meal Break:	0 hr	0 min								

Work Total: Regular: 8 hour 0 min OT: 0 hour 0 min DT: 0 hour 0 min

Submitted: Catherine Palmer|cathypalmerx7@gmail.com on 06/24/2025

Approved: Travis Longcore|224933 on 06/24/2025

Processed By: dvidal on 06/24/2025

Preapproved By: Vidal, Daliah on 06/24/2025

Client Verification	
Company Name	City of LA Done Bel Air-Beverly Crest NC
Total Hours Worked (in Numbers)	Total Hours Worked (in Words)
<p>I am an authorized representative of City of LA Done Bel Air-Beverly Crest NC and certify that the employee(s) worked the hours indicated with services performed satisfactorily.</p>	
Client Name and Title (Please Print)	City of LA Done Bel Air-Beverly Crest NC
Client Signature:	002

Week Ending	6	1	4	2	5	Assignment Completed	Yes *	No
Saturday	Month	Day	Year					

Palmer, Catherine

[illegible]

Employee Signature	Date	
Dept / Cost Center	Project	
Supervisors Name	Supervisors Phone #	
Box1	Box2	
Box3	Box4	
Office Use Only		
Total Hours		
City & State of Residence		

	Start Time		Finish Time		Less/Lunch		Total Reg		Total OT		Total DT		DT Approval
	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	
SUN													
MON	9	0	10	0			1	0					
TUE	7	0	11	0			4	0					
WED	9	0	10	0			1	0					
THUR	9	0	10	0			1	0					
FRI	9	0	10	0			1	0					
SAT													
<b>Total Hours &amp; Minutes Worked This Week</b>													
Office Use Only													8
Hours & Minutes Converted to Nearest Minute													0
Corporate Use Only													0

AppleOne (COMPANY)

[illegible]

Reference ID: A7346967

Invoice	01-7117939	Line 2	Palmer, Catherine	XV63921625 - 3
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Outlook

Re: Timecard Approval Needed - Catherine Palmer Timecards 0614 & 0621

From Travis Longcore <travlongcore@babonc.org>  
Date Tue 6/24/2025 7:41 PM  
To Michelle Martinez - 1002 <michellema@appleone.com>  
Cc Daliah Vidal - 1002 <dvidal@appleone.com>, Vadim Levotman <levotman@babonc.org>  
2 attachments (32 KB)  
Palmer Catherine 0621 Bel Air Beverly Crest NC.pdf  
Palmer Catherine 0614 Bel Air Beverly Crest NC.pdf.

**EXTERNAL EMAIL:** This email comes from an external source. Use caution with links and attachments.  
I approve.



Travis Longcore, Ph.D. | President  
Bel Air-Beverly Crest Neighborhood Council | City of Los Angeles  
 [travlongcore@babonc.org](mailto:travlongcore@babonc.org) (310) 247-9719 [babonc.org/](http://babonc.org/)

On Jun 24, 2025, at 4:04 PM, Michelle Martinez - 1002 <michellema@appleone.com> wrote:  
  
Hello Travis,  
  
Please review the timecards attached, if all seems correct email us with "I approve" and we can process Catherine's timecard. If it is easier for you to log into the portal, please do so as soon as possible. Thank you.  
  
"Action is the foundational key to all success."  
~ Pablo Picasso~

**Best Regards,**

*Hiring Made Human*  
Michelle Martinez  
Staffing Consultant  
AppleOne Downtown Los Angeles  
1150 South Olive Street Suite 10-113 | Los Angeles, CA 90015

Invoice	01-7117939	Line 2	Palmer, Catherine	XV63921625 - 4
---------	------------	--------	-------------------	----------------

Office: 213.892.0234 | Direct work: 213.787.8505 | c: 562.396.2998  
[michellema@babonc.com](mailto:michellema@babonc.com)  
[www.linkedin.com/in/michelle-martinez-225415294](https://www.linkedin.com/in/michelle-martinez-225415294)  
I respect the value of your time. If you'd prefer not to receive e-mail messages like this from me, please let me know or contact:  
The AcOne Group, 327 West Broadway, P.O. Box 29648, Glendale, CA 91209-9048





# Invoice

P.O. Box 29048  
Glendale CA 91209-9048  
818-240-8688  
TIN: 95-2580864

Bill To  
City of LA Done Bel Air-Beverly Crest NC  
Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025

Purchase Order Not Specified  
Department Not Specified

Customer - Site		Invoice Date	Invoice Number	Office	Page	Amount			
00950101 - 0111		07/09/2025	01-7125652	1002 Downtown L.A.	1	\$204.80			
Employee Name	Line	Job Description	Weekend	Charge	Unit	Rate	Sales Tax	State	Total
Palmer, Catherine	1	Telecommuter	06/28/2025	STD	8.00	25.60	0.00		\$204.80

SB Code : SB Value :  
CNTRT C-132956

## PAYMENT DUE UPON RECEIPT OF THIS INVOICE.

Unpaid balance 45 days from invoice date shall be subject to a service charge of 1.5% per month (18% per annum).

We impose a 2.9% surcharge on most credit card transactions, which is not greater than our cost of acceptance. A surcharge will not be applied to any ACH or debit card transaction.

The parties' executed agreement may include terms that prevail over conflicting terms on this invoice.

IF YOU HAVE QUESTIONS ABOUT THIS INVOICE, PLEASE CALL YOUR REPRESENTATIVE AT 213-892-0234

Please detach at the dotted line and return bottom portion with your payment. Thank you.



Remit To:  
AppleOne Employment Services  
Accounts Receivable  
P.O. Box 29048  
Glendale CA 91209-9048

## Remittance Copy

You can now pay electronically through



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

Customer #	Invoice Date	Invoice Number	Office	Amount	Amount Paid
00950101 - 0111	07/09/2025	01-7125652	1002 Downtown L.A.	\$204.80	

Bill To: City of LA Done Bel Air-Beverly Crest NC  
Travis Longcore  
PO Box 252007  
W Los Angeles CA 90025

Invoice 01-7125652 Line 1 Palmer, Catherine XV67396325 - 1

## Web Timecard

Employee Name: Palmer, Catherine

Week Ending: 6/28/2025

Client Name: City of LA Done Bel Air-Beverly Crest NC

Serial no: XV67396325

Imaged on: 7/7/2025

Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time
Monday, June 23, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min
Monday Total: Regular: 1 hour(s) 0 minute(s) OT: 0 hour(s) 0 minute(s) DT: 0 hour(s) 0 minute(s)						
Monday Meal Break: 0 hr 0 min						
Tuesday, June 24, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min
Tuesday Total: Regular: 1 hour(s) 0 minute(s) OT: 0 hour(s) 0 minute(s) DT: 0 hour(s) 0 minute(s)						
Tuesday Meal Break: 0 hr 0 min						
Wednesday, June 25, 2025	6:00 PM	10:00 PM	0 hr 0 min	4 hr 0 min	0 hr 0 min	0 hr 0 min
Wednesday Total: Regular: 4 hour(s) 0 minute(s) OT: 0 hour(s) 0 minute(s) DT: 0 hour(s) 0 minute(s)						
Wednesday Meal Break: 0 hr 0 min						
Thursday, June 26, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min
Thursday Total: Regular: 1 hour(s) 0 minute(s) OT: 0 hour(s) 0 minute(s) DT: 0 hour(s) 0 minute(s)						
Thursday Meal Break: 0 hr 0 min						
Friday, June 27, 2025	9:00 AM	10:00 AM	0 hr 0 min	1 hr 0 min	0 hr 0 min	0 hr 0 min
Friday Total: Regular: 1 hour(s) 0 minute(s) OT: 0 hour(s) 0 minute(s) DT: 0 hour(s) 0 minute(s)						
Friday Meal Break: 0 hr 0 min						

Work Total: Regular: 8 hour 0 min OT: 0 hour 0 min DT: 0 hour 0 min

Submitted: Catherine Palmer|cathypalmerx7@gmail.com on 07/01/2025

Approved: Travis Longcore|224933 on 07/07/2025

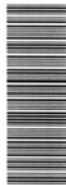
Processed By: dvidal on 07/07/2025

Preapproved By: Vidal, Daliah on 07/07/2025

Invoice 01-7125652 Line 1 Palmer, Catherine XV67396325 - 2

Submitted By Associate: Catherine Palmer|cathypalmerx7@gmail.com 7/1/2025 3:31:34 AM  
 Approved By Supervisor: Travis Longcore|224933 7/7/2025 3:01:11 PM  
 Processed By: dvidal 7/7/2025 3:33:24 PM

XV67396325



Reference ID: 7150442

Week Ending	6	28	2025	Assignment Completed	Yes	0
Salary	Month	Day	Year	If yes, call your office		
Employee name (Print)	Palmer, Catherine					
Social Security Number	* * * * *					

Company Name AppleOne

Client Name City of LA Done Bel Air-Beverly Crest NC

Start Time	Finish Time	Less Lunch	Total Reg	Total OT	Total DT
Hrs	Min	Hrs	Min	Hrs	Min
SUN					
MON	9	0	10	0	
TUE	9	0	10	0	
WED	6	0	10	0	
THUR	9	0	10	0	
FRI	9	0	10	0	
SAT					
Total Hours & Minutes Worked This Week			8	0	0



Re: Catherine Palmer Timecard Need Approval 06/28/25

From: Travis Longcore <tlongcore@babarc.org>  
Date: Mon 7/7/2025 1:46 PM  
To: Daliah Vidal - 1002 <dvidal@appleone.com>  
Cc: Vadim Levotman <levotman@babarc.org>; Catherine Palmer <council@babarc.org>

1 attachment (16 KB)  
Palmer Catherine 0628.pdf

EXTERNAL EMAIL: This email comes from an external source. Use caution with links and attachments.

Approved

Travis Longcore, Ph.D. | President  
Bel Air-Beverly Crest Neighborhood Council | City of Los Angeles  
tlongcore@babarc.org (310) 247-9719 babarc.org

Join our mailing list

On Jul 7, 2025, at 1:38 PM, Daliah Vidal - 1002 <dvidal@appleone.com> wrote:

Hi Travis,

Thank you for getting back to us. I attached Catherine's timecard to this email for your review and confirmation that her hours are correct.

If all looks good, please respond "Approved" to this email and we will use your email approval to process her timecard.

Thank you!

Thank you,



AppleOne

Hiring Made Human



Daliah K. Vidal, SHRM-CP  
Operations Associate  
Apple a. ne | Downtown Los Angeles  
1150 South Olive Street  
10th Floor - Suite 10-113  
Los Angeles, CA 90015  
w 213.892.0234 x125613  
dvidal@appleone.com  
Connect with us on LinkedIn, Facebook and Twitter!

I respect the value of your time. If you'd prefer not to receive e-mail messages like this from me, please let me know or contact The Action Group, 327 West Broadway, P.O. Box 29048, Glendale, CA 91209-9048

From: Travis Longcore <tlongcore@babarc.org>  
Sent: Monday, July 7, 2025 1:29 PM  
To: Daliah Vidal - 1002 <dvidal@appleone.com>  
Cc: Michelle Martinez - 1002 <michellema@appleone.com>  
Subject: Re: Catherine Palmer Timecard Need Approval 06/28/25

EXTERNAL EMAIL: This email comes from an external source. Use caution with links and attachments. My login does not seem to work and I did not get a system notification of this timecard. Can you please approve manually for me.

Travis

Travis Longcore, Ph.D. | President  
Bel Air-Beverly Crest Neighborhood Council | City of Los Angeles  
tlongcore@babarc.org (310) 247-9719 babarc.org

Join our mailing list

On Jul 7, 2025, at 12:56 PM, Daliah Vidal - 1002 <dvidal@appleone.com> wrote:

Hello and Happy Monday Travis,

May you kindly log in and approve the pending timecard w/e 06/28 for Catherine Palmer?

We are getting closer to our payroll deadline.

Thank you so much!

Thank you,

Daliah K. Vidal, SHRM-CP  
Operations Associate  
Apple a. ne | Downtown Los Angeles  
1150 South Olive Street  
10th Floor - Suite 10-113  
Los Angeles, CA 90015  
w 213.892.0234 x125613  
dvidal@appleone.com  
Connect with us on LinkedIn, Facebook and Twitter!

I respect the value of your time. If you'd prefer not to receive e-mail messages like this from me, please let me know or contact The Action Group, 327 West Broadway, P.O. Box 29048, Glendale, CA 91209-9048

Invoice	01-7125652	Line 1	Palmer, Catherine	XV67396325 - 5
---------	------------	--------	-------------------	----------------

From: Daliah Vidal - 1002  
Sent: Wednesday, July 2, 2025 4:11 PM  
To: Travis Longcore <longcore@babonc.org>  
Subject: Catherine Palmer Timecard Need Approval 06/28/25

Hello and Happy Wednesday Travis,

May you kindly log in and approve the pending timecard w/e 06/28 for Catherine Palmer?

Thank you so much!

Thank you,

<Outlook:  
Apple & ne | Downtown Los Angeles  
1150 South Olive Street  
10th Floor - Suite 10-113  
Los Angeles, CA 90015  
w 213.892.0234 x125813  
babonc@babonc.com  
Connect with us on LinkedIn, Facebook and Twitter

I respect the value of your time. If you'd prefer not to receive e-mail messages like this from me, please let me know or contact The AdOne Group, 327 West Broadway, P.O. Box 29048, Glendale, CA 91209-9048

## 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: June 25, 2025

Budget Fiscal Year: 2025/2026

Agenda Item No: 7

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

Motion to approve the Draft Budget / Administrative Packet (Attachment C)

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
Elizabeth Barcohana	Private K-6 Schools				X		
Shawn Bayliss	At-Large Traditional Stakeholder				X		
Ellen Evans	Community Interest At-Large					X	
Mark Goodman, MD	Bel-Air Association				X		
Robin Greenberg	Religious Institutions	X					
Angela DeSilva for Mirco Gros	DSPNA	X					
Jamie Hall	Laurel Canyon Assn.					X	
Kristie Holmes, Ph.D.	Public Educational Institutions	X					
David Scott Kadin	Benedict Canyon Assn.	X					
Aaron Kamin	North of Sunset District	X					
Robert (Bobby) Kwan	Laurel Canyon Association				X		
Vadim Levotman	North of Sunset District	X					
Travis Longcore, Ph.D.	Custodians of Open Space	X					
Vacancy	Benedict Canyon Assn.						
Mindy Rothstein Mann	At-Large Traditional Stakeholder	X					
Nickie Miner	Benedict Canyon Assn.					X	
Michael Kemp	Bel Air Hills Assn.	X					
Dan Palmer	Residents of Beverly Glen				X		
Robert A. Ringler	Residents of Beverly Glen				X		
Tad Marburg	North of Sunset District	X					
Jonathan Brand	Bel-Air Association	X					
Sandy Ryan (stepped out)	Casiano Estates Assn.				X		
Irene Sandler	Bel Air Crest Master Assn.	X					
Stephanie Savage	Laurel Canyon Assn.	X					
Robert Schlesinger	Benedict Canyon Assn.					X	
Maureen Smith	Commercial or Office	X					
Jason Spradlin	Holmby Hills HOA				X		
Jonathan Silver	Bel Air Association				X		
Board Quorum: 21	Total:						

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: Signature page follows

Authorized Signature: Signature page follows

Print/Type Name:

Print/Type Name:

Date:

Date:





LA SANDWICH BAR

8360 MELROSE AVENUE  
LOS ANGELES, CA 90069  
+1 323-424-3046

[WWW.LASANDWICHBAR.COM](http://WWW.LASANDWICHBAR.COM)

Local Package Large x 2 \$330.00

Delivery Driver \$14.00


Custom Item \$15.00

Subtotal \$359.00

Sales Tax 9.75% \$33.54

Tip \$37.46

**Total \$ 430 00**

 MASTERCARD 4310 \$430.00  
Cashier: 1

July 22, 2025 • 11:18 am  
Payment ID: SZSCC44VZR9AT  
Order ID: S8TZ7Q60ZCGD2  
Order Employee: 1

[Hide Details](#)


Card: MASTERCARD 4310  
July 22, 2025, 11:22 AM  
Method: MANUAL  
Auth ID: 073747  
Reference ID: 520300668193  
Authorizing Network: MASTERCARD  
CVM: SIGNATURE

[View the Privacy Policies for](#)



[Clover](#)

 [Clover Home](#)

 Receipt cutoff



# Invoice

Invoice number: 5295884591

**Google LLC**

1600 Amphitheatre Pkwy

Mountain View, CA 94043

United States

Federal Tax ID: 77-0493581

## Bill to

Robert Ringler

Bel Air Beverly Crest Neighborhood Council

PO Box 252007

Los Angeles, CA 90025

United States

## Details

Invoice number .....5295884591

Invoice date .....Jun 30, 2025

Billing ID .....7677-2853-5183

Domain name .....babcnc.org

## Google Workspace

---

Total in USD	<b>\$262.19</b>
--------------	-----------------

## Summary for Jun 1, 2025 - Jun 30, 2025

---

Subtotal in USD	\$262.19
Tax (0%)	\$0.00
Total in USD	\$262.19

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Commitment	Jun 1 - Jun 30	43	257.99
Google Workspace Business Starter	Commitment increase	Jun 10 - Jun 30	1	4.20
Subtotal in USD				\$262.19
Tax (0%)				\$0.00
Total in USD				<b>\$262.19</b>

**Need help understanding the charges on your invoice?** [Click here for detailed explanations](#)

<https://support.google.com/a?p=gsuite-bills-and-charges>



# Payment Receipt

Google LLC  
1600 Amphitheatre Pkwy  
Mountain View, CA 94043  
United States

<b>Payment date</b>	Jul 1, 2025
<b>Billing ID</b>	7677-2853-5183
<b>Payment method</b>	Mastercard ••••9582
<b>Payment number</b>	M4083167963127562

Tax identification number  
77-0493581

Bel Air Beverly Crest Neighborhood Council  
Robert Ringler  
PO Box 252007  
Los Angeles, CA 90025  
United States

Description	
Payment amount	\$262.19



Adobe Inc.  
345 Park Avenue  
San Jose CA 95110-2704  
United States  
Federal Tax ID: 77-0019522

ORIGINAL

#### Invoice Information

Invoice Number	3138118480
Invoice Date	23-JUN-2025
Payment Terms	Credit Card
Purchase Order	HB01682205199CUS
Order Number	7087078124
Customer Number	556539695
Currency	USD

#### Bill To

Robert Ringler  
CA 90012

# INVOICE

## Item Details

Service Term: 23-JUN-2025 to 22-JUL-2025

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65230474	Acrobat Standard	1	EA	12.99	12.99	0.00%	0.00	12.99

## Invoice Total

NET AMOUNT (USD)	12.99
TAXES (SEE DETAILS FOR RATES)	0.00

GRAND TOTAL (USD)	12.99
-------------------	-------

Comments:

#### Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



council@babcn.org | X

## Your payment method



**Mastercard ending in 9582**  
Expires 12/26



[Add new](#) | [Edit](#)

**Save**

## Your plan



**Acrobat Standard**

Subscription

Yearly, billed monthly

**Next payment due on**  
**Jul 23, 2025**

**US\$12.99/mo**  
(excl. tax)



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Catherine Palmer <council@babcnc.org>

---

**Your Adobe Case ADB-40787172-N9Y5 CRM:05806000004098**

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**Adobe Customer Care** <customercare-chatsupport@adobe.com>  
To: Robert Ringler <council@babcnc.org>

Mon, Jul 14, 2025 at 7:27 PM



## Your Adobe Case ADB-40787172-N9Y5

Dear Robert,

Greetings from Adobe,

We are pleased to confirm that we have received your payment for the billing of June for your Acrobat Standard subscription (Annual plan, paid monthly). The payment was processed on 1st July 2025 through MasterCard ending \*\*\*\*9582 for the amount of US\$12.99 per month.

Please note that your next payment is scheduled for July 23, 2025.

Thank you for your continued support.



## Thanks for working with us, Adobe Customer Care

For a list of support phone numbers, please visit our [Contact page](#).

To review your case history, log in to your [Adobe account](#). If you have difficulties logging in, consult the [Adobe ID and Membership FAQ](#).

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To manage your email subscription settings, [click here](#).



Adobe Inc.  
345 Park Avenue  
San Jose CA 95110-2704  
United States  
Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number 3138118480  
Invoice Date 23-JUN-2025  
Payment Terms Credit Card  
Purchase Order HB01682205199CUS  
Order Number 7087078124  
Customer Number 556539695  
Currency USD

Bill To

Robert Ringler  
CA 90012

INVOICE

Item Details

Service Term: 23-JUN-2025 to 22-JUL-2025

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65230474	Acrobat Standard	1	EA	12.99	12.99	0.00%	0.00	12.99

Invoice Total

NET AMOUNT (USD)	12.99
TAXES (SEE DETAILS FOR RATES)	0.00
GRAND TOTAL (USD)	12.99

Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



council@babcnc.org | X

## Your payment method



**Mastercard ending in 9582**  
Expires 12/26



[Add new](#) | [Edit](#)

[Save](#)

## Your plan



**Acrobat Standard**

Subscription

Yearly, billed monthly

**Next payment due on**  
**Jul 23, 2025**

**US\$12.99/mo**  
(excl. tax)



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# RECEIPT



L.A. Press Printing, Inc.

5476 Wilshire Boulevard Los Angeles, CA 90036  
323.936.8888 Fax 323.934.3298  
orders@lapressprinting.com  
www.lapressprinting.com

Serving the community since 1987

Date 07/23/2005

Customer Bel Air Beverly Crest

Address

Phone

Cell

Quantity	Description	Price
1	30x6 Pages 9 1/2 x 4 20lb	18.00
2	color copy	1.00
2	Menu 9 1/2 x 11 12lb	3.00
5	Place cards 9 1/2 x 11 classic card w. white/say	7.50
	Setup	10.00

L.A. PRESS PRINTING INC  
5476 WILSHIRE BLVD  
LOS ANGELES, CA 90036

SALE

Store: 8739

Batch #: 832 REF#: 00000004  
07/23/25 RRN: 520418339030  
AVS: 7P WATCH 11:42:08

Trans ID: 0723MCFP11JUR  
APPR CODE: 007250  
MASTERCARD  
\*\*\*\*\*9582

Manual CP  
+\*/+\*

AMOUNT \$44.53

APPROVED

CUSTOMER COPY

Total 39.50  
Tax 5.03  
Total 44.53  
Deposit  
Balance

☐ Charge

☐ Cash

Thank You

CT 5

278/

## 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: June 25, 2025

Budget Fiscal Year: 2025/2026

Agenda Item No: 7

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

Motion to approve the Draft Budget / Administrative Packet (Attachment C)

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
Elizabeth Barcohana	Private K-6 Schools				X		
Shawn Bayliss	At-Large Traditional Stakeholder				X		
Ellen Evans	Community Interest At-Large					X	
Mark Goodman, MD	Bel-Air Association				X		
Robin Greenberg	Religious Institutions	X					
Angela DeSilva for Mirco Gros	DSPNA	X					
Jamie Hall	Laurel Canyon Assn.					X	
Kristie Holmes, Ph.D.	Public Educational Institutions	X					
David Scott Kadin	Benedict Canyon Assn.	X					
Aaron Kamin	North of Sunset District	X					
Robert (Bobby) Kwan	Laurel Canyon Association				X		
Vadim Levotman	North of Sunset District	X					
Travis Longcore, Ph.D.	Custodians of Open Space	X					
Vacancy	Benedict Canyon Assn.						
Mindy Rothstein Mann	At-Large Traditional Stakeholder	X					
Nickie Miner	Benedict Canyon Assn.					X	
Michael Kemp	Bel Air Hills Assn.	X					
Dan Palmer	Residents of Beverly Glen				X		
Robert A. Ringler	Residents of Beverly Glen				X		
Tad Marburg	North of Sunset District	X					
Jonathan Brand	Bel-Air Association	X					
Sandy Ryan (stepped out)	Casiano Estates Assn.				X		
Irene Sandler	Bel Air Crest Master Assn.	X					
Stephanie Savage	Laurel Canyon Assn.	X					
Robert Schlesinger	Benedict Canyon Assn.					X	
Maureen Smith	Commercial or Office	X					
Jason Spradlin	Holmby Hills HOA				X		
Jonathan Silver	Bel Air Association				X		
Board Quorum: 21	Total:						

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: Signature page follows

Authorized Signature: Signature page follows

Print/Type Name:

Print/Type Name:

Date:

Date:



Motion to approve the Draft Budget / Administrative Packet (Attachment C)

☐ Board Member Reimbursement

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Date:	07/01/2025
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# Official Donation Receipt

For Income Tax Purposes



CAMPAIGN CONTACT PHONE  
818-753-8733

CAMPAIGN CONTACT EMAIL  
development@treepeople.org

RECEIPT NUMBER (OID) 146770805

ORGANIZATION NAME TreePeople

ORGANIZATION ADDRESS 12601 Mulholland Drive  
Beverly Hills, CA 90210

FEDERAL TAX ID 23-7314838

DATE DONATION RECEIVED Jul 23, 2025

RECEIPT ISSUE DATE 07/23/2025

BILLING NAME Robert Ringler Bel Air-Beverly Crest NC

BILLING ADDRESS 200 North Spring Street  
L.os Angeles, CA 90012

TOTAL AMOUNT TAX DEDUCTIBLE \$300.00

DONATION TYPE One-Time

LOCATION RECEIPT ISSUED 12601 Mulholland Drive  
Beverly Hills, CA 90210

AUTHORIZED SIGNATURE Saxon Miller-Jones, Director of Development

## Tax Deductibility

Your contribution is tax-deductible as permitted by law. Unless otherwise stated, you received no material goods or tangible service other than the satisfaction of supporting TreePeople's work. Our federal tax identification number is 23-7314838.

[TreePeople Privacy Policy](#)

[Terms of Service](#) • [Privacy Notice](#)

## Office of the City Clerk

## Administrative Services Division

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Robin Greenberg	Religious Institutions	X					
Angela DeSilva for Mirco Gros	DSPNA	X					
Jamie Hall	Laurel Canyon Assn.					X	
Kristie Holmes, Ph.D.	Public Educational Institutions	X					
David Scott Kadin	Benedict Canyon Assn.	X					
Aaron Kamin	North of Sunset District	X					
Robert (Bobby) Kwan	Laurel Canyon Association				X		
Vadim Levotman	North of Sunset District	X					
Travis Longcore, Ph.D.	Custodians of Open Space	X					
Vacancy	Benedict Canyon Assn.						
Mindy Rothstein Mann	At-Large Traditional Stakeholder	X					
Nickie Miner	Benedict Canyon Assn.					X	
Michael Kemp	Bel Air Hills Assn.	X					
Dan Palmer	Residents of Beverly Glen				X		
Robert A. Ringler	Residents of Beverly Glen				X		
Tad Marburg	North of Sunset District	X					
Jonathan Brand	Bel-Air Association	X					
Sandy Ryan (stepped out)	Casiano Estates Assn.				X		
Irene Sandler	Bel Air Crest Master Assn.	X					
Stephanie Savage	Laurel Canyon Assn.	X					
Robert Schlesinger	Benedict Canyon Assn.					X	
Maureen Smith	Commercial or Office	X					
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Authorized Signature: Signature page follows

Authorized Signature: Signature page follows

Print/Type Name:

Print/Type Name:

Date:

Date:





Catherine Palmer <council@babcnc.org>

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## USPS - PO Box Payment Received, Thank You

---

donotreply@usps.com <donotreply@usps.com>  
To: council@babcnc.org

Fri, Jul 25, 2025 at 9:19 PM



**Hello Cathy Palmer,**

Thank you for your automatic payment to the USPS® in the amount of \$498.00. This payment has been applied to your PO Box renewal and your credit card has been charged. This fee renews your PO Box for the next 12 months.

Transaction number:	91002906486196
Payment amount:	\$498.00
Payment period:	12 months
Next payment due:	07/31/2026
PO Box number:	252007
Post Office location:	11420 SANTA MONICA BLVD LOS ANGELES, CA 90025-9998

If your credit card or debit card information changes (e.g., card cancellation, card expiration, new card), be sure to update your account prior to your next scheduled automatic renewal payment. Go to your PO Boxes Online account, [usps.com/poboxes](https://usps.com/poboxes), and click Manage Account. Then, find your PO Box and click See Details and then Edit Payment Details to update your Billing Information.

Thank you for choosing the United States Postal Service®. We appreciate your business.

**Please do not respond to this system-generated email.**

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[475 L'Enfant Plaza SW, Washington, DC 20260](#)

# Manage PO Box

Welcome **Cathy Palmer!**

Not Cathy Palmer? Sign Out > (<https://reg.usps.com/logout>)

Here's where you can stay updated on your activity, make payments and make any changes to your PO Box™ account.



My PO Boxes



Account Activity

Reserve a New PO Box ([./findBox.html](/findBox.html))

Link a PO Box ()

## Your Current PO Box Account

**PO Box 252007**

Los Angeles, CA 90025

STATUS: **ACTIVE**



Feedback

PO BOX SIZE

**M-3**

11" x 5.5"

NEXT PAYMENT DUE

**07.31.2026**

Edit Auto Renewal > (</poboxDetails.html?boxId=88407733&st>)

See Details > (</poboxDetails.html?boxId=88407733>)

Close/Request Refund >

CONTACT INFORMATION

LOCATION

OFFICIAL PO BOX ADDRESS

**Robert Ringler**

PO Box 252007

POST OFFICE ADDRESS

**West Los Angeles Finance** - Post Office

Los Angeles, CA 90025

**Copy Address** >

11420 Santa Monica Blvd

Los Angeles, CA 90025

**Get Directions** > ([directions.html?facilityId=1387092](https://www.google.com/maps/dir/34.052235,-118.440784/34.052235,-118.440784/directions.html?facilityId=1387092))

## Can't find what you're looking for?

Check out our Support section to find answers to your PO Box questions.

**Get Support (<https://faq.usps.com/s/article/PO-Box-The-Basics#refund>)**