CCTOBER OCTOBER OCTOBER Elysian Valley Riverside Neighborhood Council Submitted: 2016-2017 COUNTITE) FIELDS (Must be submitted to the Department within 10 days NDITURES BY LINE LITEM (for more than 12 expenditures, you may contited to the Department within 10 days NUMBER CODE 100 October 1, 2016 Storage 100 October 7, 2016 Staples / Office Suplies 100 October 8, 2016 Staples / Office Suplies 200 Smart & Final General Meeting @ DP 200 October 27, 2016 Party City Halloween/EVRC 200 Smart & Final Halloween/EV-Rec Center	MONTHLY EXPENDITURE: Submitted: 3/28/20 Submitted: 3/28/20 Submitted: 3/28/20 Submitted: 3/28/20 Submitted: 3/28/20 Budditures, you may continue entering ge
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EMPOWER LA IT 12:24:59 EMPOWER LA EMPOW	

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3360 North San Fernado Road Los Angeles, CA 90065 (323) 256-2409

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3360 North San Fernado Road Los Angeles, CA 90065 (323) 256-2409

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TOTAL ITEMS 8

*Item is currently on promotion. Some coupons are only valid on regular priced. items. Please see coupon terms and conditions for details.

Staples brand products. Below Budget. Above Expectations.

THANK YOU FOR SHOPPING AT STAPLES!

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Get with the program.

Staples Rewards members get up to 5% back in rewards and free shipping every day. Exclusions apply. See an associate for full program details or to enroll.



Department of Neighborhood Empowerment Funding Request Form NC NAME: Elysian Valley Riverside Neighborhood Council **Budget Fiscal Year:** 2016-2017 Adrian Morales, Director Requestor: Request Date: 31-Oct-16 Elysian Valley Recreation Center Vendor: Meeting Date: 12-Oct-16 Address: 1811 Ripple Street Agenda Item: City: Los Angeles State: CA 90039 Operations Zip Code: Phone: 323-666-5058 Outreach NC Sponsored Event Neighborhood Purpose Grant \$1,000.00 Amount:\$ Board Member Reimbursement Contract / Lease Community Improvement Project Multiple # of payments Out of State 1099 Expense One Time Expense Monthly If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted: The Elysian Valley Riverside Neighborhood Council is requesting funding to Co-sponsor Halloween Event for the Children and residents in the communtunity. The Elysian Valley Riverside Neighborhood Council will be represented at this event to inform the community of dates Description and times of the General Meeting and other related meetings where the residents can attend and to gain information of what is going on the their community and have their voices heard. Vote Count (Continued on page 2 if more than 20 Board Members) *Recused-Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed. **Board Member Name Board Position** Abstain *Recused Ineligible Yes No Absent Roman Gomez President Х Vice-President Arturo Gomez X Joe Lovelis Secretary Х Lupe Fletes Treasure х Adrianne Benitez At-large Representative \mathbf{X} Gloria Mora At-large Representative Luis Rosales At-large Representative Х Andrew Wang At-large Representative х Gary Rogokos At-large Representative Leticia Saldana At-large Representative Х Elsa Palomino At-large Representative Х Robert Leyland At-large Representative Frank Mendoza At-large Representative X Vincent Montalvo At-large Representative Х 5 Grand Total (including page 2): 9 NC Quorum: We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action. Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required. Treasurer's Signature: Signer's Signature: Print/Type name: Print/Type name: Date (mm/dd/yy): Date (mm/dd/yy): Staff Initials Authorization Code ☐ Approved **Department Use Only** >\$2,500 NPG Sponsored Event Denied Revised 1-26-15

10-18-16- P.DF Se

EMPOWER LA



NEIGHBORHOOD COUNCIL EVENT APPROVAL FORM

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability

and permitting issues that must be handled prior to the event, and the Department of Neighborhood Empowerment must
approve a Neighborhood Council sponsored event before any funding payments can be executed. Please complete and sign this form and submit to the Department at least 30 days before the day of the event. The Department will
typically take 3-5 days to review and approve the event. Once approved, the Neighborhood Council can begin spending.
Neighborhood Council: Elisa Valla Kineroida Meth barkad ouni
The Neighborhood Council is the ☐ Main Sponsor or A Co-Sponsor for the event.
Main sponsor Elysean Valley Recretation Center
Contact Person: Udylan Models
Phone: 323 WW-5058 Email: adrian morales a lacety of
Co-Sponsor (if applicable): EIR NC
Contact Person: Lupe Fletes
Phone: 2/3-926-1282 Email: Mpe. EVENCOS mailicon
Event Information // / / / / /
Type of Event (festival, movie night, etc.):
Date: 10/31/16 Time Frame: 4:00-8:00 Est. number of attendees: 100 Event Amount: 1000
Venue Name: Elysean Nalle & Recreation Center
Venue Address: 18/ Ripple
Contact Person: Adrian Marales
Phone: 323-1060-5058 Email: adrian. morales@lacit.oo
Please note: If the location for the event is at City facility, e.g. park, the location approval may be easier and at little or no cost. If the location for event is not a City facility, a separate contract may be needed and can take 30 days to complete.
Documents scanned and emailed to EmpowerLA.Funding@lacity.org for Department approval PRIOR to event:
□ Neighborhood Council Event Approval Form — Completed and signed by Treasurer or Second Signatory
□ <u>Funding Request Form</u> — Completed and signed by Treasurer and Second Signatory
□ <u>Itemized Detailed Event Budget</u> – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available. Once approved, the Department will transfer the amount of the event budget into the Neighborhood Council account automatically, i.e. no additional Cash Request Form will be required.
□ If a bank card exemption of the daily \$2,500 limit is required for this event, please provide the date(s) and amount needed for the daily limit to be lifted:

Please note: Missing or incomplete required documents will delay Department approval.

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

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

- □ LA County Public Health Department Permit if the food is free, no permit is required. If there are tickets being sold for vendor food booths (e.g. "Taste of" type of event, which needs to have a sponsor besides the Neighborhood Council to accept the funds), a paid permit is required, but the fee will be waived if held at a City park.
- □ LA Fire Department contact for a permit for use of barbeques or to determine whether a first aid station is necessary

You may need ADDITIONAL INSURANCE for your event from Vendors if they are providing the following services:

- □ Jumper/Bouncer (Inflatables) the City of Los Angeles will need to be listed as an additional insured by the company
- □ Games (e.g. dunk tank, other carnival style games) City Risk Management will need to review
- □ Food (purchased, provided, distributed and/or served) City Risk Management may need to review

If RENTING a vehicle or truck to transport event materials:

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

ADDITIONAL PERMITS may be required if the event has:

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

CONTACT INFORMATION for possible permits:

- Street Maintenance (213) 847-2999
- LAPD (213) 486-0410
- Building and Safety (213) 482-0387
- LAFD (213) 978-3650
- LADOT (Traffic Officers) (323) 913-4652
- Sanitation (213) 485-3612
 Street Services -http://bsspermits.lacity.org/spevents/
- LADOT (Signs) (213) 485-2298 Street Services http://bsspermits.lacity.org/s
- LADOT (Special Operations) (323) 224-2124 LA County Public Health Dept. http://publichealth.lacounty.gov
- Risk Management (213) 978-7475

Original documents to submit with your Monthly Expenditure Report for the event:

- □ Neighborhood Council Event Approval Form Completed and signed by Treasurer or Second Signatory
- □ Funding Request Form Completed and signed by Treasurer and Second Signatory
- ☐ Board Vote Count Form Completed and signed by Treasurer and Second Signatory
- □ <u>Itemized Detailed Event Budget</u> Final total budget with funding categories and specific vendors. If final budget changed from original, please submit adjusted budget with new Board Vote Count Form.
- ☐ Original Invoices and Receipts
- □ Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- □ Copies of Additional Permits (ifapplicable)
- ☐ Copies of Additional Insurance (ifapplicable)
- □ W-9 (for 1099 Individual Services if applicable)

I have read and understand the requirements necessary for Neighborhood Council events. Signature:	set forth in this document and agree to comply with the required paperwork Date: 10-14-16
Print Name: Lupe Hetes	Title: Measure
Email: /wpe, EVENCO (1) M	ail, Com. Phone: 2/3-926-1282
Department Use Only. Approval Code:Cash Request Process Date:	Staff:Bank Card Exemption Process Date:

Itemize Budget for this event

EVRNC Co-Sponsor Halloween Event

Smart and Final	\$ 420.00
Party City	\$515.02
Ice Cream	\$ 20.00
Total	\$955.02



** Welcome To Our Los Angeles Store *
Store # 511

See Us On WEB www.smartandfinal.com

Cashier: Jaime

DATE 10/11/16 TIME 18:51:40

FS Hot Dog Buns 14.94 F 10 @ 12.99 FS Cheese Popcorn 129.90 F 4 @ 5.39 FS Fruit Punch 21.56 F Was \$23.96/ YOU SAVED -> \$2.40 6 @ 1.89 FS 12 oz Foam Cups 11.34 T FS 8 7/8 Foam Plat 4.99 T Was \$6.39 / YOU SAVED -> \$1.40 FS 8 7/8 Foam Plat 4.99 T Was \$6.39 / YOU SAVED -> \$1.40 FS Lunch Napkin 3.99 T FS Lunch Napkin 3.99 T FS Lunch Napkin 3.99 T FS Lunch Pack 4 @ 5.99 Heinz Picnic Pack 23.96 F 4 @ 1.39 FS Full Steam Pan 5.56 T 20 @ 5.19 Nab Cookie Var Pac 103.80 F Foil Sheets 12x10. 10.99 T Black Tblovr 40x10 10.99 T Was \$12.99/ YOU SAVED -> \$2.00 Black Tblovr 40x10 10.99 T Was \$12.99/ YOU SAVED -> \$2.00	10 @ 5.29 FJ Meat Wieners 52.90 Was \$57.90/ YOU SAVED -> \$5.00 6 @ 2.49	F
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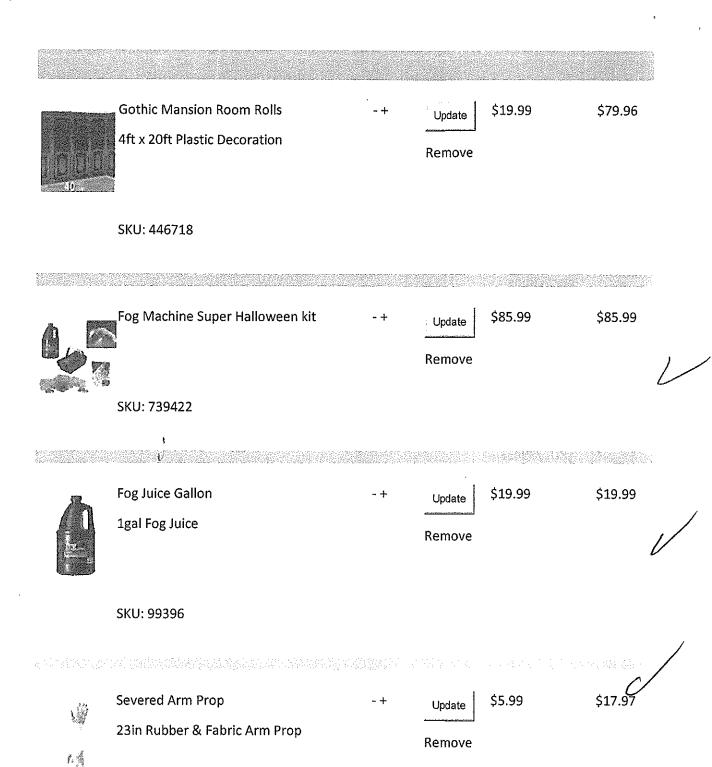
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10/11/16 Store # 511

THANK YOU FOR SHOPPING YOUR LOS ANGELES SMART AND FINAL STORE MANAGER: Manny Cisneros 1 (323) 539-2400

sku	Product	Quanti		Price Each	Total Price
	Deluxe Fluorescent Black Light Fixture 48in Black Light	- +	Update Remove	\$34.99	\$34.99
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	Haunted House Scene Setter Kit	-+	Update Remove	\$37.99	\$37.99
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5.	Pop-Up Black Coffin 5ft Nylon & Plastic Prop	- +	Update Remove	\$24.99	\$24.99
	SKU: 631898				
	Gothic Mansion Portraits Scene Setters 65in x 32 1/2in Plastic Scene Setters	- +	Update	\$5.99	\$23.96

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SKU: 209930



Foot On A Chain

19in Plastic Foot on Chain



\$4.99

\$14.97

Remove



SKU: 535835



Severed Zombie Foot

12in x 13in Plastic Prop

+ Update

\$9.99

\$29.97

Remove

SKU: 594663



Severed Clown Arm

17 1/2in Foam Prop

-+

Update

\$12.99

\$25.98

Remove

SKU: 593150



Small Skull Cross Tombstone

8in x 12in Foam Prop

- +

Update

\$1.66

\$4.98

Remove

\$1.99

SKU: 630648

Mix & Match – Add 3 to your cart! While

supplies last!



RIP Tombstone Decoration

22in Foam Tombstone Decoration

+ Update

\$6.99

\$13.98

Remove

SKU: 35766

Mix & Match – Add 3 to your cart!

While supplies last!

Bloody Death Bed Skeleton 5pc

- +

\$14.99

\$14.99

Fabric & Plastic Props

Remove

Update

SKU: 688171



Hanging Scary Clown

5ft x 7ft Fabric & Plastic Prop

- +

Update

\$9.99

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Remove

SKU: 631862



Orange Balloons 15ct

12in Latex Balloons

- 1

Update

\$2.99

\$5.98

Remove

SKU: 251182



Black Balloons 15ct 12in Latex Balloons

Update

\$2.99

\$5.98

Remove

SKU: 243632

Save 10% off balloons with purchase of a

helium tank



Cemetery Doorframe Decoration Deluxe -+

45in x 84in Cardboard Decoration

Update

\$14.99

\$14.99

Remove

SKU: 627175

Merchandise Subtotal

\$467.65

Promo Code

Estimated Tax

\$39.38

Estimated Shipping

\$7.99

Only one promo code may be used per order.

APPLY

Estimated Total \$515.02

10/21/16 Party City.

NOBODY HAS MORE PARTY FOR LESS

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WE WILL GLADLY ACCEPT RETURNS AND EXCHANGES WITHIN 30 DAYS OF PURCHASE WITH INITIAL RECEIPT.

PACKAGE MUST BE UNOPENED.

RETURNS ON HALLOWEEN COSTUNES.

HALLOWEEN DECORATIONS, AND HALLOWEEN ACCESSORIES BY MONDAY, OCTOBER 24 WITH ORIGINAL RECEIPT.

ONLY EXCHANGES WILL BE ACCEPTED AFTER OCTOBER 24 WITH ORIGINAL RECEIPT.

SORRY, NO RETURNS.

MERCHANDISE CREDITS ARE ONLY REDEEMABLE AT ISSUING STORES.

Page 2-10/27/16 \$407,45



See Us On WEB www.smartandfinal.com

TIME 08:50:02

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FS 12 oz Foam Cups 1.89 FS 12 oz Foam Cups 1.89	Ţ
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Nab Cookie Var Pac 3.99	Ī
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Was \$5.19 / YOU SAVED -> \$1.20	
Nab Cookie Van Pac 3.99	=
₩as \$5.19 / YOU SAVED -> \$1.20	
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Nab Cookte Van Pac 3.99	-
Was \$5.19 / YOU SAVED -> \$1.20	
Nab Cookie Var Pac 3.99	Ξ
Was \$5.19 / YOU SAVED -> \$1.20	
Nab Cookie Van Pac 3.99	<u></u>
Was \$5.19 / YOU SAVED -> \$1.20	
Nab Cookie Van Pac 3.99	Ξ
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Nab Cookie Var Pac 3 99	=
Was \$5.19 / YOU SAVED -> \$1.20	
	=
Nab Cookie Var Pac 3.99	-
Was \$5.19 / YOU SAVED -> \$1.20	
ro uncese Popoara 12.49	Ξ
Was \$12.99/ YOU SAVED -> \$.50	
FS Buttered Popcor 10.79	Ξ
FS Buttered Popcor 10.79 Was \$11.99/ YOU SAVED -> \$1.20	
Was \$11.99/ YOU SAVED -> \$1.20	
FS Cheese Popcorn 12.49	Ξ
Was \$12.99/ YOU SAVED -> \$.50	
FS Buttered Popcor 10 79	Ξ
Was \$11,99/ YOU SAVED -> \$1.20	
ES Buttonad Danson :0 70	=
FS Buttered Popcor :.0.79 Was \$11.99/ YOU SAVED -> \$1.20	-
Was \$11.99/ YOU SAVED -> \$1.20	
FS Cheese Popcorn2.49	=
Was \$12.99/ YOU SAVED -> \$.50	
FS Hot flog Buns 2.49	=
ES Hot Dog Rune 2 40	=
FS Hot Dog Buns 2.49	
FS 8 7/8 Foam Plat 6.39	<u><u> </u></u>
## Suttered Popcor	=
Foil Sheets 9x10.7 9.79	T
4 (0 1 39	•
FS Full Steam Pan 5.56	т
FO Abraca Same and 10 40	Ī
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Was \$12.99/ YOU SAVED → \$.50	
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Nab Cookie Var Pac 3.99	Ξ
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Was \$5.19 / YOU SAVED -> \$1.20	
Nab Cookie Var Pac 3.99	Ξ
Was \$5.19 / YOU SAVED → \$1.20	

Pose 1 10/31/16 \$376.54

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FS Hot Dog Buns 2.4
Nab Cookie Var Pac 3.9
Was $5.19 / YOU SAVED -> $1.20
                                     3.99
     Nab Cookie Var Pac 3.9
Was $5.19 / YOU SAVED -> $1.20
                                     3.99
    FJ Meat Wieners 3.9
Was $5.79 / YOU SAVED -> $1.80
                                     3.99
    FJ Meat Wieners
                                     3.99
      Was $5.79 / YOU SAVED -> $1.80
    FS Cheese Popcorn 12.
Was $12.99/ YOU SAVED -> $.50
                                    12.49
    FJ Meat Wieners
                                     3.99
       Was $5.79 / YOU SAVED → $1.80
    FJ Meat Wieners 3.9
Was $5.79 / YOU SAVED -> $1.80
                                     3.99
    FS Lunch Napkin
                                     3.99
    FJ Meat Wieners
                                     3.99
      Was $5.79 / YOU SAVED -> $1.80
    FJ Meat Wieners
                                     3.99
       Was $5.79 / YOU SAVED -> $1.80
                                    3.99
    FJ Meat Wieners
      Was $5.79 / YOU SAVED -> $1.80
    Heinz Picnic Pack
      Was $5.99 / YOU SAVED -> $.50
    FJ Meat Wieners 3.9
Was $5.79 / YOU SAVED -> $1.80
                                    3.99
    FS Lunch Napkin
                                    3.99
                                    3.99
    FJ Meat Wieners
      Was $5.79 / YOU SAVED -> $1.80
    FJ Meat Wieners
                                    3.99
      Was $5.79 / YOU SAVED → $1.80
    Heinz Picnic Pack 5.
Was $5.99 / YOU SAVED -> $.50
                                    5,49
    Heinz Picnic Pack 5. Was $5.99 / YOU SAVED -> $.50
                                    5.49
    Heinz Picnic Pack 5.
Was $5.99 / YOU SAVED -> $.50
                        5.49
    FS Trop Fruit Punc
                                    5.99
    FS Fruit Punch
                                    5.99
    FS Fruit Punch
                                    5.99
    F$ Fruit Punch
    FS Aerosol Topping
FS Aerosol Topping
                                    1.99
                                    1.99
    FS 8 7/8 Foam Plat
                                    6.39
    FS Aerosol Topping
                                    1.99
    FS Aerosol Topping
                                    1.99
    Black Tblovr 40x10 :0.5
Was $12.99/ YOU SAVED -> $2.00
White Tblovr 40x10 :0.5
                                   10,99
                                  1.0.99 T
      Was $12.99/ YOU SAVED -> $2.00
         3 0 4.49
    FS/Arctic Ice
                                   1.3.47 FD
         30 .10
    Checkstand Bags
                                      .30
             SUBTOTAL
                                   369.08
             Sales Tax
                                     7.46
             TOTAL
                                   376.54
MasterCard
                  TENDER
                                   376,54
 Cas Ref# 23
                    CHANGE
                                       .00
TOTAL NUMBER OF ITEMS THIS VISIT---> 72
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 Smart & Final Store # 511
 2511 Daly Street
Los Angeles, CA 90031
           Operator 23018213
DATE 10/31/16
                     TIME 09:01:49
Account #
               Reference #
                 181781
APPRVL CODE
                 044600
                RM00
Reason Code
Credit
 TOTAL
                    376.54
 BALANCE
                     .00
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page 2 10/31/16 \$ 376.54