



**Northwest San Pedro Neighborhood Council  
Budget and Finance Committee Report  
Meeting at Taxco  
29050 S. Western Ave, San Pedro California 90731  
Wednesday Feb 7, 2018 – 5:00 to 6:00 PM**

**Committee Member Attendees:** Robert Bryant. Chris Valle and Cynthia Gonyea

**Absent:** Melanie Labrecque

**Public Comment:**

None

**Review any New Invoices:**

None

**Agenda Item: Review and requests for Money:**

**Sustainability: 3 requests for Money; \$890 for Earth Day  
\$30 for Natural Area Reservist program  
\$80 Bio Blitz**

**Outreach: 1 Request for Money; \$1,000 for Music By The Sea Sponsorship**

**Budget Motions:**

- 1. Consider approval of expenditure (MER) report for the month of January 2018.**
- 2. Consider approval of budget as updated through the month of January 2018.**
- 3. Discuss and consider motion to recommend approval of \$30 Sustainability Committees Recreation and parks Nature Recruitment Event. This will come out of unallocated funds.**
- 4. Discuss and consider motion to recommend approval of \$890 for Earth Day event in partnership with Recreation and Parks. This will come out of unallocated funds.**
- 5. Discuss and consider motion to recommend approval of \$80 for Bio Blitz Challenge. This will come from unallocated funds.**
- 6. Discuss and consider motion to recommend approval of \$1,000 for Music Of The Sea Event Sponsorship. This includes outreach with table staffed with NWSPNC board members during each five Sundays in July of Concert season. This would come from unallocated funds.**

**Next Meeting: Wednesday, March 7, 2018  
TAXCO, 29050 S. Western Ave. 5:00 PM**

# **FISCAL FUNDING DEADLINES**

## **Per City Clerks Office**

- **MAY 20** – Final date to request an event approval or sponsorship for the current fiscal year using current fiscal years funds.
- **JUNE 1** – Final date to make check requests in portal by treasurer to pay invoices or reimbursements for current fiscal year.
- **JUNE 20** – Final date that the credit card can be used for any transactions for current fiscal year.
- These are hard dates issued by City Clerks office with no changing. Please be aware when planning an event or processing invoices.

Thank you

## **Funding Equity Group Report**

- Neighborhood Council size and budget.
- Costs for rental of meeting and office space.
- Using city property for meetings as much as possible.
- Costs for translators in neighborhood council, (Some needing as many as (3) different languages).
- Possibility of rolling over unused funds to larger neighborhood councils for use.
- Managing funds for use for city departments and county that has their own budgets and using ours budgets for their events.
- Determining what the flat rate/ base is for Neighborhood Council to operate fiscally.

These are items were brought up discussed. This was the first of 4 meetings for this working group.