



**CITY OF LOS ANGELES  
OFFICE OF THE CITY CLERK  
NEIGHBORHOOD COUNCIL FUNDING PROGRAM**



200 N. Spring Street, Rm 224, Los Angeles, CA 90012 • (213) 978-1058 • Clerk.NCFunding@LACity.org • Clerk.LACity.org

**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

\_\_\_\_\_  
DATE

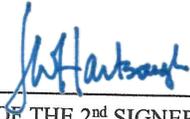
\_\_\_\_\_  
PRINT NAME OF THE TREASURER

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
BOARD POSITION

\_\_\_\_\_  
PHONE NUMBER

**2nd Signer**



SIGNATURE OF THE 2<sup>ND</sup> SIGNER

Jeffrey Hartsough

PRINT NAME OF THE 2<sup>ND</sup> SIGNER

Area 2 - Community Interest

BOARD POSITION

January 13, 2022

DATE

jeffrey.hartsough.sonc@gmail.com

EMAIL

310-614-9804

PHONE NUMBER

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



SIGNATURE OF THE ALTERNATE SIGNER

Howard Katchen

PRINT NAME OF THE ALTERNATE SIGNER

Area 3 - Residential

BOARD POSITION

December 10, 2021

DATE

hkatchen@shermanoaksnc.org

EMAIL

818-903-3030

PHONE NUMBER

**1<sup>st</sup> Bank Cardholder**

Not Available

SIGNATURE OF THE 1<sup>ST</sup> BANK CARD HOLDER

Candy Williams

PRINT NAME OF THE 1<sup>ST</sup> BANK CARD HOLDER

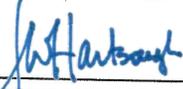
BOARD POSITION

DATE

EMAIL

PHONE NUMBER

**2<sup>nd</sup> Bank Cardholder**



SIGNATURE OF THE 2<sup>ND</sup> BANK CARD HOLDER

Jeffrey Hartsough

PRINT NAME OF THE 2<sup>ND</sup> BANK CARD HOLDER

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