



**REGULAR MEETING OF THE  
LA PUENTE COMMUNITY FOUNDATION  
CITY HALL COUNCIL CHAMBERS  
15900 EAST MAIN STREET, LA PUENTE  
MARCH 20, 2024, 10:00 A.M.**

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**NOTICE IS HEREBY GIVEN** that a Regular Meeting of the La Puente Community Foundation is hereby called to be held on Wednesday March 20, 2024, commencing at 10:00 a.m., in City Council Chambers, 15900 E. Main Street, La Puente, CA 91744. The public will be provided an opportunity to provide public comment on the items listed on the agenda. The business to be discussed is as follows:

**CALL TO ORDER**

**ROLL CALL**

MEMBERS: Deirmenjjan, Sanchez, Paz, Xie, and Solis

**PLEDGE OF ALLEGIANCE**

**ORAL COMMUNICATIONS**

*If you wish to address the Foundation Board on an item, complete the Request for Oral Presentation form and submit it to the Board Clerk no later than prior to the conclusion of the first speaker's remarks.*

**A. READ AND APPROVE THE MINUTES OF THE LA PUENTE COMMUNITY FOUNDATION MEETING**

A-1 READ AND APPROVE THE MINUTES OF THE LA PUENTE COMMUNITY FOUNDATION MEETING OF JANUARY 17, 2024.

Staff Recommendation: It is recommended that the Foundation Board waive the reading and approve the Minutes of the La Puente Community Foundation meeting of January 17, 2024.

**B. UNFINISHED BUSINESS OF THE COMMUNITY FOUNDATION**

B-1 UPDATE AND DISCUSSION REGARDING THE CANCELLATION OF THE NEW YEAR'S EVENT FUNDRAISING DINNER AT CASA DE SANCHEZ BANQUET HALL.

Staff Recommendation: It is recommended that the Foundation Board receive and file this report.

**C. CONSENT CALENDAR**

*All matters listed under Consent Calendar are considered to be routine in nature and may be enacted by one motion approving the recommendation listed on the Agenda. One or more items may be removed from the Consent Calendar so that said item(s) may be discussed and considered individually by the Board.*

**C-1 PRESENTATION OF FOUNDATION EXPENSES**

Staff Recommendation: It is recommended that the La Puente Community Foundation receive and file this report.

**C-2 PRESENTATION OF FOUNDATION EXPENSES**

Staff Recommendation: It is recommended that the La Puente Community Foundation receive and file this report.

**D. NEW BUSINESS TO BE CONSIDERED BY THE COMMUNITY FOUNDATION**

**D-1 PRESENTATION FOR FISCAL 2023-2024 YEAR-TO-DATE**

Staff Recommendation: It is recommended that the La Puente Community Foundation receive and file this report.

**D-2 PRESENTATION FOR FISCAL 2023-2024 YEAR-TO-DATE**

Staff Recommendation: It is recommended that the La Puente Community Foundation receive and file this report.

**D-3 UPDATE AND DISCUSSION REGARDING COMMUNITY FOUNDATION PROGRAMMING**

Staff Recommendation: It is recommended that the La Puente Community Foundation discuss this item and provide any necessary direction to Staff.

**ORAL COMMENTS FROM BOARD MEMBERS**

**ORAL COMMENTS FROM STAFF**

## ADJOURNMENT

### AVAILABILITY

Any writings or documents provided to a majority of the Community Foundation regarding any item on this agenda will be made available for public inspection at City Hall located at 15900 E Main Street. In addition, such writings and documents will be posted on the Community Foundation's website at [www.lapuente.org](http://www.lapuente.org).

### AMERICANS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by the City, please contact the City at (626) 855-1500. Notification at least 48 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

### MEETINGS OF THE BOARD

Meetings of the Board shall be held at the principal office of the corporation or at such other place as has been designated by the Board. In the absence of any such designation, meetings shall be held at the principal office of the corporation. Meetings shall be conducted in compliance with the Ralph M. Brown Act, California Government Code Section 54950 et seq.

### CERTIFICATION

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 17<sup>th</sup> day of March 2024.

### **Kimberly Cardona**

Kimberly Cardona, Community Engage

MINUTES  
LA PUENTE COMMUNITY FOUNDATION BOARD MEETING REGULAR MEETING OF  
JANURARY 17, 2024

Per *Robert's Rules of Order Newly Revised 11<sup>th</sup> Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the Foundation's website [www.lapuentecommunityfoundation.org](http://www.lapuentecommunityfoundation.org)

A Regular Meeting of the La Puente Community Foundation was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on Wednesday, January 17, 2023, at 10:00 a.m.

CALL TO ORDER

Chairperson Deirmenjian called the meeting to order at 10:21 a.m.

ROLL CALL

Members present: Deirmenjian. Sanchez, Xie and Paz.

Members absent: Solis.

Staff present: City Manager Bob Lindsey, Assistant Attorney Adrian De Leon, Director of Administrative Services Troy Grunklee, and Community Engagement Supervisor Kimberly Cardona.

PLEDGE OF ALLEGIANCE

Chairperson Deirmenjian led the Pledge of Allegiance.

ORAL COMMUNICATIONS – None

A. READ AND APPROVE THE MINUTES OF THE LA PUENTE COMMUNITY FOUNDATION MEETING OF NOVEMBER 15, 2023.

A motion was made by Director Paz, seconded by Vice Chairperson Sanchez, to approve the Minutes of the La Puente Community Foundation meeting of November 15, 2023. The motion carried by the following roll call vote:

AYES: Deirmenjian, Sanchez, Paz, Xie

NOES: None

ABSTAIN: None

ABSENT: Solis

B. UNFINISHED BUSINESS OF THE COMMUNITY FOUNDATION – None

MINUTES  
LA PUENTE COMMUNITY FOUNDATION BOARD MEETING REGULAR MEETING OF  
JANURARY 17, 2024

C. CONSENT CALENDAR

C-1. PRESENTATION OF FOUNDATION EXPENSES

Director of Administrative Services Grunklee presented the Community Foundation expenses from November through December 2023.

A motion was made by Director Sanchez, seconded by Chairperson Deirmenjjan, to receive and file this report. The motion carried by the following roll call vote:

AYES: Deirmenjjan, Sanchez, Paz, Xie  
NOES: None  
ABSTAIN: None  
ABSENT: Solis

D. NEW BUSINESS TO BE CONSIDERED BY THE COMMUNITY FOUNDATION

D-1. PRESENTATION FOR FISCAL 2023 YEAR-TO-DATE

Director of Administrative Services Grunklee presented the November through December Budget Report for the Fiscal Year-To-Date.

A motion was made by Chairperson Deirmenjjan, seconded by Director Sanchez, to receive and file the report. The motion carried by the following roll call vote:

AYES: Deirmenjjan, Sanchez, Paz, Xie  
NOES: None  
ABSTAIN: None  
ABSENT: Solis

D-2. UPDATE AND DISCUSSION REGARDING COMMUNITY FOUNDATION PROGRAMMING

Community Engagement Supervisor Cardona presented a summary of recent activities and provided updates regarding upcoming events.

City Manager Bob Lindsey commented on the upcoming Lunar New Year event, thanking Community Engagement Supervisor Cardona and Jack Zhao for their contributions to the entertainment at events.

Discussion ensued regarding the upcoming Car Show. Community Engagement Supervisor Cardona answered questions regarding management and vendors of the Carnival event.

Community Engagement Supervisor Cardona reported the income of LP Grub and LP Perk over the weekend.

MINUTES  
LA PUENTE COMMUNITY FOUNDATION BOARD MEETING REGULAR MEETING OF  
JANURARY 17, 2024

City Manager Lindsey discussed income and staffing at the Foundation.

Community Engagement Supervisor Cardona presented a video reporting on the Toy Drive hosted by the Foundation in December 2023. She elaborated on the success of the event and emphasized the contributions by their sponsors.

A motion was made by Vice Chairperson Sanchez, seconded by Director Paz, to approve item D-2.

AYES: Deirmenjjan, Sanchez, Paz, Xie  
NOES: None  
ABSTAIN: None  
ABSENT: Solis

ORAL COMMENTS FROM BOARD MEMBERS

Vice Chairperson Sanchez proposed an increase in advertising for upcoming events. Discussion regarding the cost of entry and advertising opportunities ensued.

City Manager Lindsey commended the success of the Community Foundation.

A motion was made by Vice Chairperson Sanchez, seconded by Director Paz, to present an item to the City Council for consideration to allow advertising for a fee on the Community Center marquee in which proceeds would be allocated to the Foundation.

AYES: Deirmenjjan, Sanchez, Paz, Xie  
NOES: None  
ABSTAIN: None  
ABSENT: Solis

ORAL COMMENTS FROM STAFF

Community Engagement Supervisor Cardona thanked Staff for their attendance and contributions. She requested information on potential workforce development grants.

Community Engagement Supervisor Cardona thanked the Maintenance Department and Maintenance Supervisor Sanchez for their construction on the Snack Bar. She thanks Eli, who runs LP Live, for his contributions to the coordination of vendors at Foundation events.

ADJOURNMENT

There being no further business before the La Puente Community Foundation, Chairperson Deirmenjjan adjourned the meeting at 11:13 a.m.

MINUTES  
LA PUENTE COMMUNITY FOUNDATION BOARD MEETING REGULAR MEETING OF  
JANURARY 17, 2024

Approved this 20<sup>th</sup> day of March 2024

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Kimberly Cardona  
Community Engagement Supervisor

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Barouir Deirmenjian  
Chairperson



# LA PUENTE COMMUNITY FOUNDATION

## AGENDA REPORT

To: Members of the Foundation For meeting of: March 20, 2024

From: Bob Lindsey, City Manager

By: Kimberly Cardona, Community Engagement Supervisor

SUBJECT: UPDATE AND DISCUSSION REGARDING THE CANCELLATION OF THE NEW YEAR'S EVE FUNDRAISING DINNER AT CASA DE SANCHEZ BANQUET HALL.

### BACKGROUND/DISCUSSION

During the Board meeting on October 18, 2023, the Board of Directors approved the New Year's Eve Fundraising Dinner at Casa De Sanchez Banquet Hall which would take place on December 31, 2023. The New Year's Eve Fundraising Dinner was cancelled as a result of unsubstantial ticket sales. City Staff is providing an update on the cancellation of the event.

### FISCAL IMPACT

None.

### RECOMMENDATION

It is recommended that the La Puente Community Foundation receive and file this report.

### ATTACHMENTS

None.





## LA PUENTE COMMUNITY FOUNDATION

### AGENDA REPORT

To: Members of the Foundation For meeting of: March 20, 2024

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: PRESENTATION OF FOUNDATION EXPENSES – JANUARY 2024

#### BACKGROUND/DISCUSSION

Staff will provide an update on Foundation expenses for the period of January

2024. FISCAL IMPACT

None.

#### RECOMMENDATION

It is recommended that the Board receive and file this report.

#### ATTACHMENTS

Attachment: "A" – Foundation Expenses-January 2024



# La Puente Community Foundation Expenses

By Fund

Post Dates 1/1/2024 - 1/31/2024

Payment Number	Vendor Name	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION</b>					
1254	THE PIN CENTER	01/05/2024	COMMUNITY FOUNDATION P...	700-4150-53011	309.00
1252	CINTAS CORPORATION #693	01/05/2024	OPERATING SUPPLIES	700-4150-53011	128.48
1253	KIMBERLY CARDONA	01/05/2024	WEBSTAIRANT STORE	700-4150-53011	145.67
1253	KIMBERLY CARDONA	01/05/2024	WHEN I WORK APP	700-4150-53011	7.15
1253	KIMBERLY CARDONA	01/05/2024	WHEN I WORK - APP	700-4150-53011	50.00
1253	KIMBERLY CARDONA	01/05/2024	NORTHGATE MARKET	700-4150-53019	11.96
1253	KIMBERLY CARDONA	01/05/2024	SMART & FINAL	700-4150-53019	17.96
1253	KIMBERLY CARDONA	01/05/2024	SMART & FINAL	700-4150-53019	18.67
1253	KIMBERLY CARDONA	01/05/2024	SMART & FINAL	700-4150-53019	44.28
1253	KIMBERLY CARDONA	01/05/2024	SMART & FINAL	700-4150-53019	44.28
1253	KIMBERLY CARDONA	01/05/2024	RESTAURANT DEPOT	700-4150-53019	45.34
1253	KIMBERLY CARDONA	01/05/2024	SMART & FINAL	700-4150-53019	61.60
1253	KIMBERLY CARDONA	01/05/2024	SMART & FINAL	700-4150-53019	85.83
1253	KIMBERLY CARDONA	01/05/2024	RESTAURANT DEPOT	700-4150-53019	273.60
1253	KIMBERLY CARDONA	01/05/2024	RESTAURANT DEPOT	700-4150-53019	541.60
1253	KIMBERLY CARDONA	01/05/2024	RESTAURANT DEPOT	700-4150-53019	745.44
1253	KIMBERLY CARDONA	01/05/2024	NORTHGATE MARKET	700-4150-53019	218.25
1253	KIMBERLY CARDONA	01/05/2024	NORTHGATE MARKET	700-4150-53019	261.90
1255	US Bank CalCard	01/05/2024	OFFICE SUPPLIES	700-4150-53011	68.42
1255	US Bank CalCard	01/05/2024	LP GRUB LUNCH	700-4150-53019	157.65
1255	US Bank CalCard	01/05/2024	LP GRUB HUB BREAKFAST CAT...	700-4150-53019	44.75
1255	US Bank CalCard	01/05/2024	LP GRUB TORTILLAS	700-4150-53019	23.94
1255	US Bank CalCard	01/05/2024	LP GRUB SUPPLIES	700-4150-53019	10.49
1255	US Bank CalCard	01/05/2024	LP PERK CHRISTMAS DECORAT...	700-4150-53020	76.36
1255	US Bank CalCard	01/05/2024	LP PERK CHRISTMAS DECORAT...	700-4150-53020	17.09
1255	US Bank CalCard	01/05/2024	LP PERK SUPPLIES	700-4150-53020	184.86
1255	US Bank CalCard	01/05/2024	HAUNTED HOUSE DANCE PAR...	700-4150-53979	213.32
1255	US Bank CalCard	01/05/2024	DIA DE LOS MUERTOS	700-4150-53979	311.93
1255	US Bank CalCard	01/05/2024	DIA DE LOS MIUERTOS	700-4150-53979	167.48
1255	US Bank CalCard	01/05/2024	HAUNTED HOUSE DANCE PAR...	700-4150-53979	61.58
1255	US Bank CalCard	01/05/2024	HAUNTED HOUSE	700-4150-53979	50.48
1255	US Bank CalCard	01/05/2024	HAUNTED HOUISE PARTY	700-4150-53979	23.96
1255	US Bank CalCard	01/05/2024	HAUNTED HOUSE DANCE PAR...	700-4150-53979	21.88
1255	US Bank CalCard	01/05/2024	HAUNTED HOUSE DANCE PAR...	700-4150-53979	15.65
1260	PLANET COFFEE ROASTERS, IN...	01/11/2024	LP PERK PERISHABLE	700-4150-53020	137.05
1258	CITY OF LA PUENTE	01/11/2024	2ND QTR - VIDAL REIM	700-4150-53112	9,645.74
1257	CALIFORNIA DEPARTMENT OF...	01/11/2024	LPCF SALES TAX	700-48133	5,196.00
1256	ALBERT ZUBIA	01/11/2024	LPCF STAFF UNIFORMS	700-4150-53011	235.00
1259	KIMBERLY CARDONA	01/11/2024	WEBSTAIRANT PLYS MEMBE...	700-4150-53011	108.90
1259	KIMBERLY CARDONA	01/11/2024	RESTAURANT DEPOT	700-4150-53019	443.42
1259	KIMBERLY CARDONA	01/11/2024	SMART & FINAL	700-4150-53019	155.71
1259	KIMBERLY CARDONA	01/11/2024	NORTHGATE MARKET	700-4150-53019	355.35
1259	KIMBERLY CARDONA	01/11/2024	SMART & FINAL	700-4150-53019	57.75
1259	KIMBERLY CARDONA	01/11/2024	ACEGAS	700-4150-53019	132.30
1262	CINTAS CORPORATION #693	01/18/2024	OPERATING SUPPLIES	700-4150-53011	128.48
1261	AG DISTRIBUTOR	01/18/2024	LP SNACK BAR SUPPLIES	700-4150-53019	3,538.10
1264	PLANET COFFEE ROASTERS, IN...	01/18/2024	LP PERK PERISHABLES	700-4150-53020	115.00
1263	KIMBERLY CARDONA	01/18/2024	SMART & FINAL	700-4150-53019	39.47
1263	KIMBERLY CARDONA	01/18/2024	SMART & FINAL	700-4150-53019	106.52
1263	KIMBERLY CARDONA	01/18/2024	SMART & FINAL	700-4150-53019	109.31
1263	KIMBERLY CARDONA	01/18/2024	RESTAURANT DEPOT	700-4150-53019	145.23
1263	KIMBERLY CARDONA	01/18/2024	NORTHGATE MARKET	700-4150-53019	360.31
1263	KIMBERLY CARDONA	01/18/2024	RESTAURANT DEPOT	700-4150-53019	450.84

La Puente Community Foundation Expenses

Post Dates: 1/1/2024 - 1/31/2024

Payment Number	Vendor Name	Post Date	Description (Item)	Account Number	Amount
1263	KIMBERLY CARDONA	01/18/2024	SMART & FINAL	700-4150-53019	579.71
1263	KIMBERLY CARDONA	01/18/2024	RESTAURANT DEPOT	700-4150-53019	811.54
1263	KIMBERLY CARDONA	01/18/2024	SMART & FINAL	700-4150-53019	44.28
1267	CINTAS CORPORATION #693	01/25/2024	OPERATING SUPPLIES - LPCF	700-4150-53011	128.48
1267	CINTAS CORPORATION #693	01/25/2024	OPERATING SUPPLIES - LPCF	700-4150-53011	128.48
1265	AG DISTRIBUTOR	01/25/2024	LP SNACK BAR SUPPLIES	700-4150-53019	4,953.74
1278	NEW ASIA FSE, INC.	01/25/2024	OPERATING SUPPLIES	700-4150-53011	635.07
1278	NEW ASIA FSE, INC.	01/25/2024	LP SNACKBAR 2 DOOR FREEZER	700-4150-54585	4,106.00
1271	KIMBERLY CARDONA	01/25/2024	RESTAURANT DEPOT	700-4150-53019	402.56
1271	KIMBERLY CARDONA	01/25/2024	RESTAURANT DEPOT	700-4150-53019	432.00
1271	KIMBERLY CARDONA	01/25/2024	SMART & FINAL	700-4150-53019	63.69
1271	KIMBERLY CARDONA	01/25/2024	NORTHGATE MARKET	700-4150-53019	309.45
1271	KIMBERLY CARDONA	01/25/2024	SMART & FINAL	700-4150-53019	48.86
1271	KIMBERLY CARDONA	01/25/2024	STATER BROS	700-4150-53019	9.77
1274	LOUIS ZHAO	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1280	REBECCA YIU	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1273	LIU YANG	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1277	MIN WANG	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1269	GUO JIE TAICHI ACADEMY	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1272	LIU HONG SHENG	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1282	ZHANG KE QUN	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1279	OVATION SCHOOL OF PERFO...	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	200.00
1281	XIAO XIANG NIU	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	200.00
1266	CHEN MO	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	200.00
1276	MIHN TRAN	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	300.00
1270	JUN ZHAO	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1283	ZHANG MEI JING	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1268	EVELY T. FAVISH	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	100.00
1275	MARK KEPPEL HIGH SCHOOL	01/25/2024	LUNAR NEW YEAR 2024	700-4150-53979	1,000.00
1284	CINTAS CORPORATION #693	01/31/2024	LPCF - OPERATING SUPPLIES	700-4150-53011	128.48
1287	PLANET COFFEE ROASTERS, IN...	01/31/2024	LP PERK SUPPLIES	700-4150-53020	116.50
1286	MISTY REYES	01/31/2024	LPCF REIM - REYES	700-4150-53979	17.58
1285	KIMBERLY CARDONA	01/31/2024	NORTHGATE MARKET	700-4150-53019	309.45
1285	KIMBERLY CARDONA	01/31/2024	SMART & FINAL	700-4150-53019	88.07
1285	KIMBERLY CARDONA	01/31/2024	SMART & FINAL	700-4150-53019	760.42
<b>Fund 700 - LA PUENTE COMMUNITY FOUNDATION Total:</b>					<b>42,895.46</b>
<b>Grand Total:</b>					<b>42,895.46</b>

## Report Summary

### Fund Summary

Fund	Expense Amount	Payment Amount
700 - LA PUENTE COMMUNITY FOUNDATION	<u>42,895.46</u>	<u>42,895.46</u>
<b>Grand Total:</b>	<b>42,895.46</b>	<b>42,895.46</b>

### Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
700-4150-53011	Operating Supplies	2,201.61	2,201.61
700-4150-53019	Snack Bar Perishables	17,315.39	17,315.39
700-4150-53020	Coffee Shop Perishables	646.86	646.86
700-4150-53112	Contract Services - Public	9,645.74	9,645.74
700-4150-53979	Special Events	3,783.86	3,783.86
700-4150-54585	Furniture/Office Equipm...	4,106.00	4,106.00
700-48133	Snack Bar Sales	<u>5,196.00</u>	<u>5,196.00</u>
	<b>Grand Total:</b>	<b>42,895.46</b>	<b>42,895.46</b>

### Project Account Summary

Project Account Key	Expense Amount	Payment Amount
**None**	<u>42,895.46</u>	<u>42,895.46</u>
<b>Grand Total:</b>	<b>42,895.46</b>	<b>42,895.46</b>



## LA PUENTE COMMUNITY FOUNDATION

# AGENDA REPORT

To: Members of the Foundation For meeting of: March 20, 2024

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: PRESENTATION OF FOUNDATION EXPENSES – FEBRUARY 2024

### BACKGROUND/DISCUSSION

Staff will provide an update on Foundation expenses for the period of February 2024.

### FISCAL IMPACT

None.

### RECOMMENDATION

It is recommended that the Board receive and file this report.

### ATTACHMENTS

Attachment: "A" – Foundation Expenses-February 2024



# La Puente Community Foundation Expenses

## By Fund

Payment Dates 2/1/2024 - 2/29/2024

Payment Number	Vendor Name	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION</b>					
1288	CINTAS CORPORATION #693	02/06/2024	LPCF - OPERATING SUPPLIES	700-4150-53011	128.48
1290	NEW ASIA FSE, INC.	02/08/2024	OPERATING SUPPLIES	700-4150-53011	166.87
1291	US Bank CalCard	02/08/2024	LPCF TARGET CREDIT	700-4150-53011	-420.46
1291	US Bank CalCard	02/08/2024	OPERATING SUPPLIES	700-4150-53011	12.91
1291	US Bank CalCard	02/08/2024	CHRISTMAS DECORATIONS	700-4150-53011	3.29
1291	US Bank CalCard	02/08/2024	OPERATING SUPPLIES	700-4150-53011	7.67
1291	US Bank CalCard	02/08/2024	OPERATING SUPPLIES	700-4150-53011	12.57
1291	US Bank CalCard	02/08/2024	CHRISTMAS WREATH	700-4150-53011	36.24
1291	US Bank CalCard	02/08/2024	OPERATING SUPPLIES	700-4150-53011	14.24
1291	US Bank CalCard	02/08/2024	CHRISTMAS DECORATIONS	700-4150-53011	16.53
1291	US Bank CalCard	02/08/2024	LP GRUB - TARGET	700-4150-53019	416.09
1291	US Bank CalCard	02/08/2024	LP GRUB CHRISTMAS PERISHA...	700-4150-53019	43.96
1291	US Bank CalCard	02/08/2024	LP PERK CHRISTMAS DECO	700-4150-53020	34.97
1289	KIMBERLY CARDONA	02/06/2024	WHEN I WORK APP	700-4150-53011	50.00
1289	KIMBERLY CARDONA	02/06/2024	ACEGAS	700-4150-53011	52.92
1289	KIMBERLY CARDONA	02/06/2024	SMART & FINAL	700-4150-53011	22.14
1289	KIMBERLY CARDONA	02/06/2024	SMART & FINAL	700-4150-53019	195.80
1289	KIMBERLY CARDONA	02/06/2024	SMART & FINAL	700-4150-53019	82.49
1289	KIMBERLY CARDONA	02/06/2024	RESTAURANT DEPOT	700-4150-53019	398.24
1289	KIMBERLY CARDONA	02/06/2024	NORTHGATE MARKET	700-4150-53019	28.94
1292	BAKER COMMODITIES INC	02/15/2024	OPERATING SUPPLIES	700-4150-53011	360.00
1294	CINTAS CORPORATION #693	02/15/2024	FOUNDATION BALANCE	700-4150-53011	8.00
1294	CINTAS CORPORATION #693	02/15/2024	LPCF - OPERATING SUPPLIES	700-4150-53011	128.48
1293	BRAYAN RUIZ	02/15/2024	LPCF REIM - RUIZ	700-4150-53011	138.92
1296	KIMBERLY CARDONA	02/15/2024	RESTAURANT DEPOT	700-4150-53019	224.32
1296	KIMBERLY CARDONA	02/15/2024	NORTHGATE MARKET	700-4150-53019	7.00
1296	KIMBERLY CARDONA	02/15/2024	NORTHGATE MARKET	700-4150-53019	44.85
1296	KIMBERLY CARDONA	02/15/2024	SMART & FINAL	700-4150-53019	44.90
1296	KIMBERLY CARDONA	02/15/2024	SMART & FINAL	700-4150-53019	64.33
1296	KIMBERLY CARDONA	02/15/2024	SMART & FINAL	700-4150-53019	90.70
1296	KIMBERLY CARDONA	02/15/2024	SMART & FINAL	700-4150-53019	94.81
1296	KIMBERLY CARDONA	02/15/2024	THE WEBSTAUANT STORE	700-4150-53019	108.90
1296	KIMBERLY CARDONA	02/15/2024	RESTAURANT DEPOT	700-4150-53019	269.31
1296	KIMBERLY CARDONA	02/15/2024	SMART & FINAL	700-4150-53019	483.07
1296	KIMBERLY CARDONA	02/15/2024	RESTAURANT DEPOT	700-4150-53019	895.60
1295	JOSE RIOS	02/15/2024	FIELD USE REIM - DIAMOND J...	700-48132	400.00
1298	CINTAS CORPORATION #693	02/22/2024	LPCF - OPERATING SUPPLIES	700-4150-53011	132.56
1299	DOMAIN NAME SERVICES	02/22/2024	DOMAIN REGISTRATION FOR 5...	700-4150-53976	265.00
1297	CALIFORNIA COUNTRY CLUB	02/22/2024	DEPOSIT - FOR GOLF TOURN...	700-4150-53979	1,000.00
1300	JAIME DOMINICK	02/22/2024	BEVERAGE FOR SPECIAL EVENT	700-4150-53979	740.00
1302	MISTY REYES	02/22/2024	LPCF REIM - REYES	700-4150-53979	19.71
1301	KIMBERLY CARDONA	02/22/2024	RESTAURANT DEPOT	700-4150-53019	267.08
1301	KIMBERLY CARDONA	02/22/2024	NORTHGATE MARKET	700-4150-53019	28.56
1301	KIMBERLY CARDONA	02/22/2024	WALMART	700-4150-53019	21.93
1301	KIMBERLY CARDONA	02/22/2024	DOLLAR TREE	700-4150-53979	32.30
1301	KIMBERLY CARDONA	02/22/2024	TARGET	700-4150-53979	21.43
1304	XIAOZANG CHEN	02/22/2024	LUNAR NEW YEAR 2024	700-4150-53979	350.00
1303	LIJUAN ZANG	02/22/2024	LUNAR NEW YEAR 2024	700-4150-53979	350.00
1305	AG DISTRIBUTOR	02/27/2024	FOOD INVENTORY-SNACK BAR	700-4150-53019	1,659.54
1306	CINTAS CORPORATION #693	02/29/2024	OPERATING SUPPLIES/JANITO...	700-4150-53011	132.56
1307	ERICA LUJAN	02/29/2024	PAINT & SIP ACTIVITY-VALENT...	700-4150-53979	240.00
1308	JOSEPH VIDAL	02/29/2024	COSTCO-PASTRIES FOR SALE	700-4150-53019	124.49
1308	JOSEPH VIDAL	02/29/2024	ABC STAFF CERT-M REYES	700-4150-53976	3.00

La Puente Community Foundation Expenses

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Vendor Name	Post Date	Description (Item)	Account Number	Amount
1308	JOSEPH VIDAL	02/29/2024	ABC STAFF CERT-M BOBADILLA	700-4150-53976	3.00
1308	JOSEPH VIDAL	02/29/2024	ABC STAFF CERT-K CARDONA	700-4150-53976	3.00
1308	JOSEPH VIDAL	02/29/2024	ABC STAFF CERT-J VIDAL	700-4150-53976	3.00
1308	JOSEPH VIDAL	02/29/2024	RBS CALIF-ABC CERTIFICATION...	700-4150-53976	31.96
1310	US Bank CalCard	03/01/2024	OFFICE SUPPLIES	700-4150-53011	11.05
1310	US Bank CalCard	03/01/2024	OFFICE SUPPLIES	700-4150-53011	15.42
1310	US Bank CalCard	03/01/2024	OFFICE SUPPLIES	700-4150-53011	20.56
1310	US Bank CalCard	03/01/2024	OFFICE SUPPLIES	700-4150-53011	65.66
1310	US Bank CalCard	03/01/2024	OFFICE SUPPLIES	700-4150-53011	67.96
1310	US Bank CalCard	03/01/2024	SUPPLIES	700-4150-53011	3.29
1310	US Bank CalCard	03/01/2024	OPERATING SUPPLIES	700-4150-53011	71.04
1310	US Bank CalCard	03/01/2024	OFFICE SUPPLIES	700-4150-53011	10.94
1310	US Bank CalCard	03/01/2024	OPERATING SUPPLIES	700-4150-53011	35.18
1310	US Bank CalCard	03/01/2024	LP GRUB SUPPLIES	700-4150-53019	372.32
1310	US Bank CalCard	03/01/2024	VALENTINES EVENT SUPPLIES	700-4150-53979	14.22
1310	US Bank CalCard	03/01/2024	VALENTINES EVENT SUPPLIES	700-4150-53979	15.16
1310	US Bank CalCard	03/01/2024	LUNAR NEW YEAR EVENT	700-4150-53979	16.43
1310	US Bank CalCard	03/01/2024	VALENTINES EVENT SUPPLIES	700-4150-53979	14.21
1310	US Bank CalCard	03/01/2024	VALENTINES/ST PATRICKS EV...	700-4150-53979	33.05
1310	US Bank CalCard	03/01/2024	CHRISTMAS EVENT SUPPLIES	700-4150-53979	11.00
1310	US Bank CalCard	03/01/2024	LUNAR NEW YEAR EVENT	700-4150-53979	10.52
1310	US Bank CalCard	03/01/2024	LUNAR EVENT SUPPLIES	700-4150-53979	68.05
1310	US Bank CalCard	03/01/2024	LUNAR NEW YEAR EVENT	700-4150-53979	56.87
1310	US Bank CalCard	03/01/2024	LUNAR NEW YEAR EVENT	700-4150-53979	53.34
1310	US Bank CalCard	03/01/2024	LUNAR NEW YEAR EVENT	700-4150-53979	105.05
1310	US Bank CalCard	03/01/2024	VALENTINES EVENT SUPPLIES	700-4150-53979	26.38
1310	US Bank CalCard	03/01/2024	VALENTINES EVENT SUPPLIES	700-4150-53979	49.23
1310	US Bank CalCard	03/01/2024	VALENTINES DAY EVENT	700-4150-53979	40.46
1309	KIMBERLY CARDONA	03/01/2024	RESTAURANT DEPOT	700-4150-53019	762.37
1309	KIMBERLY CARDONA	03/01/2024	SMART & FINAL	700-4150-53019	63.75
1309	KIMBERLY CARDONA	03/01/2024	SMART & FINAL	700-4150-53019	73.80
1309	KIMBERLY CARDONA	03/01/2024	NORTHGATE MARKET	700-4150-53019	89.76
1309	KIMBERLY CARDONA	03/01/2024	WEBSTAUANT	700-4150-53019	109.66
1309	KIMBERLY CARDONA	03/01/2024	SMART & FINAL	700-4150-53019	584.27
1309	KIMBERLY CARDONA	03/01/2024	RESTAURANT DEPOT	700-4150-53019	719.60
1309	KIMBERLY CARDONA	03/01/2024	SMART & FINAL	700-4150-53019	36.90
<b>Fund 700 - LA PUENTE COMMUNITY FOUNDATION Total:</b>					<b>13,723.70</b>
<b>Grand Total:</b>					<b>13,723.70</b>

## Report Summary

### Fund Summary

Fund	Expense Amount	Payment Amount
700 - LA PUENTE COMMUNITY FOUNDATION	13,723.70	13,723.70
<b>Grand Total:</b>	<b>13,723.70</b>	<b>13,723.70</b>

### Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
700-4150-53011	Operating Supplies	1,305.02	1,305.02
700-4150-53019	Snack Bar Perishables	8,407.34	8,407.34
700-4150-53020	Coffee Shop Perishables	34.97	34.97
700-4150-53976	Special Departmental	308.96	308.96
700-4150-53979	Special Events	3,267.41	3,267.41
700-48132	Field Use Fees	400.00	400.00
	<b>Grand Total:</b>	<b>13,723.70</b>	<b>13,723.70</b>

### Project Account Summary

Project Account Key	Expense Amount	Payment Amount
**None**	13,723.70	13,723.70
	<b>Grand Total:</b>	<b>13,723.70</b>





# LA PUENTE COMMUNITY FOUNDATION

## AGENDA REPORT

To: Members of the Foundation For meeting of: March 20, 2024

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: PRESENTATION OF BUDGET REPORT FOR FISCAL 2023-2024 YEAR-TO-DATE FOR JANUARY 2024

### BACKGROUND/DISCUSSION

The La Puente Community Foundation (“the Foundation”) received 501(C)(3) exemption status from the Internal Revenue Service on April 2, 2021. This report provides the Board of Directors with a year-to-date look January of the activity of the Foundation. Beginning July 1, 2023, City staff incorporated foundation activity into the City’s accounting system to make record keeping more streamlined and easier to control. This report will cover the month of January 2024, covering all financial activity that took place subsequent to the last Board Meeting.

In January 2024, the Foundation received \$31,165.42 in revenue primarily consisting of snack bar sales of \$14,029.97 and coffee shop sales of \$12,790.09. Field use fees also were a significant contributor at \$2,420.

On the expenses side in January 2024, the total is \$37,805.81 of which \$17,962.25 is related to snack bar and coffee shop expenses. The cost of perishable food products was high during the period due to the no-cost catering of lunch for the project LEAD students, as well as a large tournament that took place within the month. Other noteworthy expenditures in the January period include \$9,645.74 to reimburse the City of La Puente for half of the salary and benefit related expenses for the Concession and Event Supervisor for the period of October-December 2023.

### FISCAL IMPACT

The net income for the fiscal year 2023-2024 is \$154,686.31

### RECOMMENDATION

It is recommended that the La Puente Community Foundation receive and file this report.

### ATTACHMENTS

Attachment “A” - Income Statement – Jan 2024



# Income Statement Account Summary

For Fiscal: 07/2023-06/2024 Period Ending: 01/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION</b>						
<b>Revenue</b>						
<a href="#">700-44100</a>	Interest on Investments	0.00	0.00	1,141.60	3,090.46	(3,090.46)
<a href="#">700-48130</a>	Donations - General	0.00	0.00	783.76	38,802.17	(38,802.17)
<a href="#">700-48132</a>	Field Use Fees	0.00	0.00	2,420.00	38,068.00	(38,068.00)
<a href="#">700-48133</a>	Snack Bar Sales	0.00	0.00	14,029.97	183,985.37	(183,985.37)
<a href="#">700-48135</a>	Revenue Share	0.00	0.00	0.00	2,299.78	(2,299.78)
<a href="#">700-48136</a>	LP Perk Sales	0.00	0.00	12,790.09	93,299.19	(93,299.19)
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>31,165.42</b>	<b>359,544.97</b>	<b>(359,544.97)</b>
<b>Expense</b>						
<a href="#">700-4150-53011</a>	Operating Supplies	0.00	0.00	2,201.61	16,835.78	(16,835.78)
<a href="#">700-4150-53019</a>	Snack Bar Perishables	0.00	0.00	17,315.39	107,073.66	(107,073.66)
<a href="#">700-4150-53020</a>	Coffee Shop Perishables	0.00	0.00	646.86	3,289.95	(3,289.95)
<a href="#">700-4150-53112</a>	Contract Services - Public	0.00	0.00	9,645.74	19,291.34	(19,291.34)
<a href="#">700-4150-53965</a>	Financial Service Fees	0.00	0.00	106.35	423.67	(423.67)
<a href="#">700-4150-53967</a>	Sales Tax	0.00	0.00	0.00	10,866.00	(10,866.00)
<a href="#">700-4150-53976</a>	Special Departmental	0.00	0.00	0.00	128.00	(128.00)
<a href="#">700-4150-53979</a>	Special Events	0.00	0.00	3,783.86	42,844.26	(42,844.26)
<a href="#">700-4150-54585</a>	Furniture/Office Equipment	0.00	0.00	4,106.00	4,106.00	(4,106.00)
	<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>37,805.81</b>	<b>204,858.66</b>	<b>(204,858.66)</b>
	<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>(6,640.39)</b>	<b>154,686.31</b>	
	<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>(6,640.39)</b>	<b>154,686.31</b>	

Income Statement

For Fiscal: 07/2023-06/2024 Period Ending: 01/31/2024

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION</b>					
Revenue	0.00	0.00	31,165.42	359,544.97	(359,544.97)
Expense	0.00	0.00	37,805.81	204,858.66	(204,858.66)
<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>(6,640.39)</b>	<b>154,686.31</b>	<b>(154,686.31)</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>(6,640.39)</b>	<b>154,686.31</b>	

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
700 - LA PUENTE COMMUNI...	0.00	0.00	(6,640.39)	154,686.31	(154,686.31)
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>(6,640.39)</b>	<b>154,686.31</b>	



# LA PUENTE COMMUNITY FOUNDATION

## AGENDA REPORT

To: Members of the Foundation For meeting of: March 20, 2024

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: PRESENTATION OF BUDGET REPORT FOR FISCAL 2023-2024 YEAR-TO-DATE FOR FEBRUARY 2024

### BACKGROUND/DISCUSSION

The La Puente Community Foundation (“the Foundation”) received 501(C)(3) exemption status from the Internal Revenue Service on April 2, 2021. This report provides the Board of Directors with a year-to-date look at the activity of the Foundation. Beginning July 1, 2023, City staff incorporated foundation activity into the City’s accounting system to make record keeping more streamlined and easier to control. This report will cover the month of February 2024, covering all financial activity that took place subsequent to the last Board Meeting.

In February 2024, the Foundation received \$33,672.27 in revenue primarily consisting of snack bar sales of \$17,566.30 and coffee shop sales of \$10,652.18. Special Event Fee revenue was also a significant contributor at \$2,250. This consists of \$104.00 for the upcoming Car Show, \$1,470.00 for the Golf Classic, and \$676.00 raised for the Valentine’s Day Paint and Sip event.

On the expenses side in February 2024, the total is \$9,820.95 of which \$5,629.88 is related to snack bar and coffee shop inventory purchases. Other noteworthy expenditures in the January period include \$2,753.44 in Special Event related expenses, including a deposit of \$1,000.00 for the upcoming Golf Classic.

### FISCAL IMPACT

The net income for the fiscal year 2023-2024 is \$178,537.63.

### RECOMMENDATION

It is recommended that the La Puente Community Foundation receive and file this report.

### ATTACHMENTS

Attachment “A” - Income Statement – February 2024



# Income Statement Account Summary

For Fiscal: 07/2023-06/2024 Period Ending: 02/29/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION</b>						
<b>Revenue</b>						
<a href="#">700-44100</a>	Interest on Investments	0.00	0.00	1,108.82	4,199.28	(4,199.28)
<a href="#">700-48130</a>	Donations - General	0.00	0.00	1,367.47	40,169.64	(40,169.64)
<a href="#">700-48132</a>	Field Use Fees	0.00	0.00	727.50	38,795.50	(38,795.50)
<a href="#">700-48133</a>	Snack Bar Sales	0.00	0.00	17,566.30	201,551.67	(201,551.67)
<a href="#">700-48134</a>	Special Event Fees	0.00	0.00	2,250.00	2,250.00	(2,250.00)
<a href="#">700-48135</a>	Revenue Share	0.00	0.00	0.00	2,299.78	(2,299.78)
<a href="#">700-48136</a>	LP Perk Sales	0.00	0.00	10,652.18	103,951.37	(103,951.37)
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>33,672.27</b>	<b>393,217.24</b>	<b>(393,217.24)</b>
<b>Expense</b>						
<a href="#">700-4150-53011</a>	Operating Supplies	0.00	0.00	1,003.92	17,839.70	(17,839.70)
<a href="#">700-4150-53019</a>	Snack Bar Perishables	0.00	0.00	5,594.91	112,668.57	(112,668.57)
<a href="#">700-4150-53020</a>	Coffee Shop Perishables	0.00	0.00	34.97	3,324.92	(3,324.92)
<a href="#">700-4150-53112</a>	Contract Services - Public	0.00	0.00	0.00	19,291.34	(19,291.34)
<a href="#">700-4150-53965</a>	Financial Service Fees	0.00	0.00	124.75	548.42	(548.42)
<a href="#">700-4150-53967</a>	Sales Tax	0.00	0.00	0.00	10,866.00	(10,866.00)
<a href="#">700-4150-53976</a>	Special Departmental	0.00	0.00	308.96	436.96	(436.96)
<a href="#">700-4150-53979</a>	Special Events	0.00	0.00	2,753.44	45,597.70	(45,597.70)
<a href="#">700-4150-54585</a>	Furniture/Office Equipment	0.00	0.00	0.00	4,106.00	(4,106.00)
	<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>9,820.95</b>	<b>214,679.61</b>	<b>(214,679.61)</b>
	<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>23,851.32</b>	<b>178,537.63</b>	
	<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>23,851.32</b>	<b>178,537.63</b>	

Income Statement

For Fiscal: 07/2023-06/2024 Period Ending: 02/29/2024

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION</b>					
Revenue	0.00	0.00	33,672.27	393,217.24	(393,217.24)
Expense	0.00	0.00	9,820.95	214,679.61	(214,679.61)
<b>Fund: 700 - LA PUENTE COMMUNITY FOUNDATION Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>23,851.32</b>	<b>178,537.63</b>	<b>(178,537.63)</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>23,851.32</b>	<b>178,537.63</b>	

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
700 - LA PUENTE COMMUNI...	0.00	0.00	23,851.32	178,537.63	(178,537.63)
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>23,851.32</b>	<b>178,537.63</b>	





# LA PUENTE COMMUNITY FOUNDATION

## AGENDA REPORT

To: Members of the Foundation For meeting of: March 20, 2024  
From: Bob Lindsey, City Manager  
By: Kimberly Cardona, Community Engagement Supervisor

SUBJECT: UPDATE AND DISCUSSION REGARDING THE COMMUNITY FOUNDATION PROGRAMING

### BACKGROUND/DISCUSSION

Staff will provide an update on programming within the La Puente Community Foundation.

### FISCAL IMPACT

None.

### RECOMMENDATION

It is recommended that the La Puente Community Foundation discuss this item and provide any necessary direction to Staff.

### ATTACHMENTS

None.