



Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

P. O. Box 635 • Tujunga, CA 91043 - (818) 951-7411 -- stnc.org

Budget & Finance Committee Meeting

Wednesday November 30, 2022

6:00 pm

Zoom Meeting Online <https://zoom.us/j/95821686937> or By Telephone

Dial 1-669-900-6833 to Join the Meeting

Then Enter This Webinar ID: 958 2168 6937 and Press #

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

1. Call to Order: Ed Babakhanian, Treasurer/Budget & Finance Committee Chair
2. Roll Call
3. General Announcements
4. Public Comments on any non-agenda items.
5. **Discussion/Action:** Approve November 2022 Monthly Expenditure Report and Balances. (MER)
6. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update.
7. **Discussion/Action:** Discuss and approve November 2022 budget update for consideration by board
8. **Adjourn** by 7:00 PM

Posted 11/27/2022 Remove after 12/07/2022

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Cindy Cleghorn, al (818) 951-7411 o por correo electrónico secretary@stnc.org para avisar al Concejo Vecinal.

Every person wishing to address the Committee must dial **669 900 6833**, and enter **958 2168 6937** and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial or use the Raise Hand option, to address the Committee on any agenda item before the Committee takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered.

Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period however, the issue raised by a member of the public may become the subject of a future Committee meeting.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Sunland-Tujunga Neighborhood Council's control, the meeting must be recessed or adjourned.

Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the Committee. AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

NOTICE TO PAID REPRESENTATIVES

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested dial *9, when prompted by the presiding officer, to address the Board/Committee on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's/Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board/Committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board/Committee meeting. Public comment is limited TWO minutes per speaker, unless adjusted by the presiding officer of the Board/Committee.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

THE AMERICAN WITH DISABILITIES ACT:

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Lydia Grant, President at 818-470-6629

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Committee in advance of a meeting may be viewed at our website: www.stnc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Cindy Cleghorn, Secretary, at (818) 951-7411 or email at: secretary@stnc.org.

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

* **NORTH VALLEY NEIGHBORHOOD CITY HALL**, 7747 Foothill Blvd, Tujunga, CA 91042 - Front Window

* www.stnc.org

* You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the STNC's process for Committee action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available on our website www.stnc.org STNC Mailing Address: P.O. Box 635 • Tujunga, CA 91043-0635 • Secretary@stnc.org

*Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.



Sunland-Tujunga Neighborhoo...

🚩 You have 1 flagged Credit Card Transaction(s). Please contact your Funding Representative. ✕

🚩 You have 1 flagged MER(s). ✕

Budget Amount [?](#)

\$32,000.00

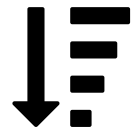


Budget: \$32,000.00

Adjustments: \$0.00 [?](#)

Expense-to-Date [?](#)

\$8,333.84



Funding Requests: \$2,072.33 [?](#)

Credit Card: \$6,261.51 [?](#)

Total Outstanding [?](#)

\$1,000.00



Commitments: \$0.00 [?](#)

Pending Payments: \$1,000.00 [?](#)

Net Available [?](#)

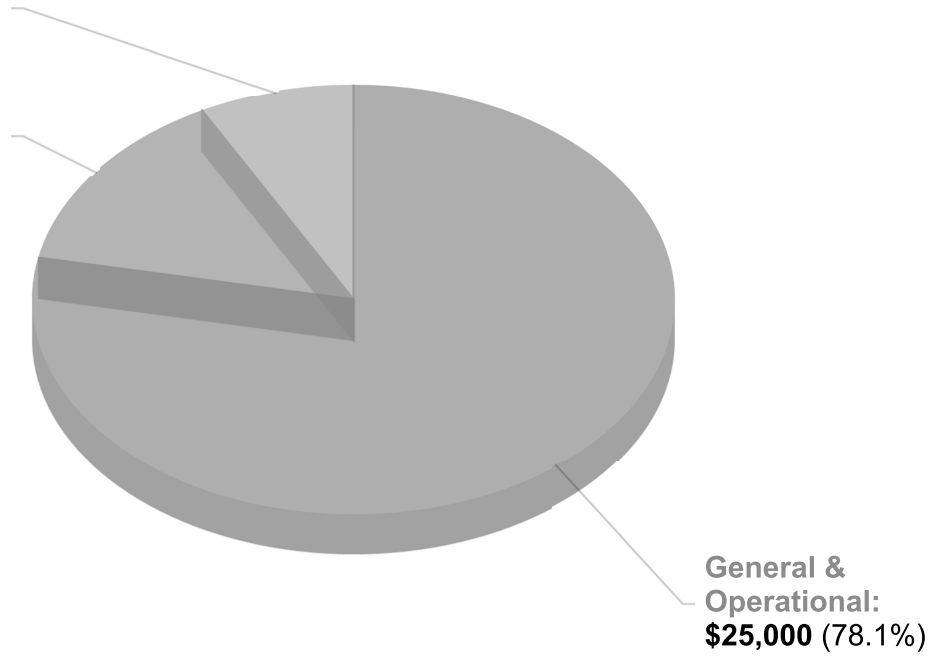
\$22,666.16



Cash Balance: \$23,666.16 [?](#)

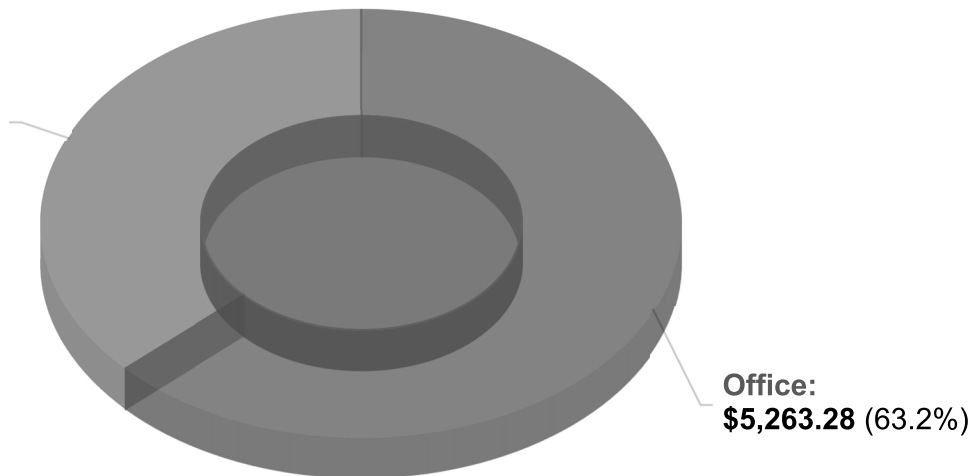
Budget Allocation

neighborhood
purpose Grants:
2,500 (7.8%)
community
improvement
project:
4,500 (14.1%)



Expenditures-to-Date by Category

each:
10.56 (36.8%)



BIG LOTS!

BIG LOTS STORES - #4049
OCEANVIEW S/C

2243 FOOTHILL BLVD
LA CANADA FLINTRIDGE CA 91011-1415
818-248-5755

C1622872

1/16/2022 5:59 PM

SALE



S04049 R001 T0958 D20221116 X00

- PRECHER MAPLE ROOTBEER 8.34 T CS
- 810592212 2 @ 4.99 Disc (1.64) 0.40 T C
- CRV/BOTTLE DEPOSIT 0.20
- 810592200 2 @ 0.20 2.91 N CS
- LITTLE DEBBIE TURTLE BRO 3.49 Disc (0.53) 2.91 N CS
- 810390213 1 @ 3.49 Disc (0.53) 4.60 N CS
- CHOCOLATE CUPCAKES 14.83
- 111002241 1 @ 3.49 Disc (0.53) 0.99 T C
- LAYS CLASSIC 7.75 OZ 5.00 T CS
- 810259069 2 @ 3.79 Disc (2.93) 0.75 T CS
- BL 8.87IN FOAM PLT 30CT 0.75
- 810551887 1 @ 1.19 Disc (0.20) 5.00 T CS
- LA CROIX TANGERINE 12 FL 5.99 Disc (0.99) 0.75 T CS
- 810450777 1 @ 5.99 Disc (0.99) 5.00 T CS
- CRV/BOTTLE DEPOSIT 0.75
- 810450811 1 @ 0.75 5.00 T CS
- LA CROIX SPK CRAN RASP 1 5.99 Disc (0.99) 0.75 T CS
- 810287205 1 @ 5.99 Disc (0.99) 20.87 N CS
- CRV/BOTTLE DEPOSIT 0.75
- 810287260 1 @ 0.75 20.87 N CS
- OLD WISCONSIN PREMIUM ME 24.99 Disc (4.12)
- 810540632 1 @ 24.99 Disc (4.12)

Total Discount -12.08

Sub-Total 52.52

CA 9.5% Taxable 21.23

CA 9.5% Tax 2.02

Total Sales Tax 2.02

Total 54.54

MC USD\$54.54

Account: 9947

Token: 9947

Authorization Code: 083989

CTroutd: 200100063

Card Entry Mode: ChipRead

CVM:PIN

BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS!



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

ORIGINAL

Invoice Information

Invoice Number 2303434951
 Invoice Date 06-NOV-2022
 Payment Terms Credit Card
 Purchase Order AD00504790021CUS
 Order Number 7062950817
 Customer Number 1238269485
 Currency USD

Bill To

Carol Hutchinson
 CA 91040

INVOICE

Item Details

Service Term: 06-NOV-2022 to 05-DEC-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65314003	Acrobat Pro	1	EA	14.99	14.99	0.00%	0.00	14.99

Invoice Total

NET AMOUNT (USD)	14.99
TAXES (SEE DETAILS FOR RATES)	0.00
GRAND TOTAL (USD)	14.99

Comments:

Billing Contact

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

Thank you for your business!



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

ORIGINAL

Invoice Information

Invoice Number 2298070593
Invoice Date 30-OCT-2022
Payment Terms Credit Card
Purchase Order AD00283426272CUS
Order Number 7052478696
Customer Number 1232084000
Currency USD

Bill To

Ed Babakhanian
200 N. Spring St
CA 90012

INVOICE

Item Details

Service Term: 30-OCT-2022 to 28-NOV-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232730	Acrobat Pro	1	EA	14.99	14.99	0.00%	0.00	14.99

Invoice Total

NET AMOUNT (USD) 14.99

TAXES (SEE DETAILS FOR RATES) 0.00

GRAND TOTAL (USD) 14.99

Comments:

Billing Contact

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

Thank you for your business!



[Print](#)

Billing Activity - Invoices

Sunland-Tujunga Neighborhood Council

Attn: Carol Hutchinson

200 N. Spring Street, Room 224 in Los Angeles, CA 90012

Los Angeles CA 90012

US

P.: 818-352-0661

Today's Date: 11/27/2022

User Name:

Invoices from 10/27/2022 to 11/27/2022

Date	Description	Charge Amount	Credit Amount
11/03/2022	Invoice #1667465707	\$95.00	
	Constant Contact - Email Plus		
	2501-5000 Contacts	\$95.00	
	Max Period Contacts: 2557		
	From 10/03/2022 to 11/03/2022		

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



[Print](#)

Billing Activity - Payments

Sunland-Tujunga Neighborhood Council

Attn: Carol Hutchinson

200 N. Spring Street, Room 224 in Los Angeles, CA 90012

Los Angeles CA 90012

US

P.: 818-352-0661

Today's Date: 11/27/2022

User Name:

Payments from 10/27/2022 to 11/27/2022

Date	Description	Charge Amount	Credit Amount
11-03-2022 04:55:09 AM	Payment - Credit Card (MasterCard) *****4210		\$95.00

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

The Web Corner, Inc.

Invoice

15300 Ventura Blvd. Suite 400
 Sherman Oaks, CA 91403
 818-345-7443

PAID
11/01/2022

Date	Invoice #	Terms
11/01/2022	24715	

Bill To
Sunland Tujunga NC 7747 Foothill Blvd., Room 101 Tujunga, CA 91042

Ship To

QTY	Description	Price Each	Amount
1	Nov.2022 Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments	150.00	150.00
0	Nov.2022 Monthly Hosting for stnc.org	15.00	0.00
0	Nov.2022 Email Standard Mailboxes: 1 Account secretary@stnc.org (included in maintenance)	3.50	0.00

Please remit payment at your earliest convenience. Thank you for your business!	Total	\$150.00
	Payments/Credits	-\$150.00
	Balance Due	\$0.00

Invoice

Bill To
Sunland-Tujunga Neighborhood Council 7747 Foothill Blvd #101 Tujunga, CA 91042 ph 818-951-7411

Date
11/4/2022

McGroarty Arts Center
7570 McGroarty Terrace
Tujunga, CA 91042

Item	Description	Start Service	Quantity	U/M	Amount
Donation	Outreach sponsorship package. Event date December 3 & 4, 2022. STNC outreach table at event. STNC logo added to FaceBook posts, flyers and Banners and advertsing.		1		1,000.00
				Total	\$1,000.00

Payable to: McGroarty Arts Center

McGroarty Arts Center
7570 McGroarty Terrace
Tujunga, CA 91042

Ph: 818-352-5285
Fax: 818-951-5348

director@mcgroartyartscenter.org
www.mcgroartyartscenter.org

Terms	Due Date
	11/4/2022

INVOICE

MAKE CHECK PAYABLE TO

US Storage Centers - La Crescenta
4454 Lowell Ave
La Crescenta, CA 91214

Unit 0358, ...
Tenant 617554
Invoice 46499
Invoice Date November 16, 2022
Due Date **December 1, 2022**

Amount Due 643.00

City of los angeles
c/o: Edward Eli Babakhanian
200 N. Main St.
Los Angeles CA 90012

Please check box if address is incorrect
and indicate change. Signature is required
to authorize address changes.

Signature _____
AMOUNT ENCLOSED _____

DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

ITEM/SERVICE	PRIOR BALANCE		CURRENT BALANCE		DUE
	AMOUNT	TAX	AMOUNT	TAX	
Rent	0.00	0.00	619.00	0.00	619.00
Protection Plan	0.00	0.00	24.00	0.00	24.00
			Subtotal		643.00
			Taxes		0.00
			Balance Due		643.00

REFER A FRIEND & GET 50% OFF YOUR NEXT MONTH'S RENT - SEE MANAGER FOR DETAILS

Unit(s): 0358, 0363

*** If your account has been signed up for auto-pay, this invoice is for informational purposes only. ***

Pay Online: <https://www.usstoragecenters.com/my-account>
Pay by Phone: 818-839-6278

	FY 22 / 23 Fiscal	2022 11/1 Update
Operations	11,709	13,953
US Storage	5,388	7660
Web Corner	1,830	1830
Ring Central	600	600
Constant Contact	1,140	1,140
US Post Office	388	404
Zoom		163.39
Printing	1,000	1000
Adobe	345	359.76
Insights Investments		0
Minute Taker	500	150
Operations	518	646
Outreach	10,000	10,000
Outreach	4,100	4850
Sponsorships		2000
Printing	1,500	1000
STNC Shirts	1,000	500
National Night Out	3,000	1000
Holiday party	400	400
Coffee & Tea		250
LUC Printing	-	0
Pet Waste Bags		0
Election	3,000	8,000
Election	3,000	8000
Neighborhood Purpose Grants	2,500	4,000
NPGs	2,500	2500
Making it Happen		1500
Community Improvement Projects	4,500	4,960
Street Banners	1,000	1800
Owl Box Installation	-	0
CIPs	2,500	2500
Pinewood Mural	1,000	659.75
Total Budget	31,709	40,913
Original Budget		32,000
+ Carryover from 2021 - 2022 Fiscal		8,913
Total expected budget		40,913