



# 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, September 29, 2021

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 GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING (STNC) WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Board / Committee must dial **1 (669)-900-6833** and enter **958 2168 6937** and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. **On phone:** Every person wishing to address the Board / Committee must dial \*9, when prompted by the presiding officer, to address the Board / Committee on any agenda item BEFORE the Board / Committee takes action on the item. **On webinar:** Every person wishing to address the Board / Committee must "raise their hand" when prompted by the presiding officer, to address the Board / Committee on any agenda item BEFORE the Board / Committee takes action on the item.

**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** (1) 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 assisted listening devices, or 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

1. Call to Order: Ed Babakhanian, Treasurer/Budget & Finance Committee Chair
2. General Announcements
3. Public Comments on any non-agenda items.
4. **Discussion/Action:** Approve September 2021 Monthly Expenditure Report and Balances. (MER)
5. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update.
6. **Discussion/Action:** STNC approve \$400 as an outreach sponsorship to Elks Lodge to be used toward a Holiday Outreach event tentatively set for first Saturday in December. STNC will sponsor a cupcake decorating even focusing on youth and families
7. **Discussion/Action:** STNC approve budget update effective 10/1/2021
8. **Discussion/Action:** STNC approve an additional license for Adobe Acrobat not to exceed \$20 per month
9. **Adjourn** by 7:00 PM

Posted 9/26/2021 Remove after 10/3/2021.



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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](mailto:secretary@stnc.org) para avisar al Concejo Vecinal.

**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 board in advance of a meeting may be viewed at our website: [www.stnc.org](http://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](mailto: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](http://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 board 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](http://www.stnc.org)



## Sunland-Tujunga Neighborhood...

1 Pending Credit Card Transactions Requiring Receipt Upload. ✕

### Budget Amount ?

**\$42,000.00**

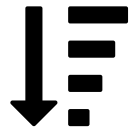


Budget: \$32,000.00

Adjustments: \$10,000.00 ?

### Expense-to-Date ?

**\$9,105.36**



Funding Requests: \$3,894.69 ?

Credit Card: \$5,210.67 ?

### Total Outstanding ?

**\$478.38**



Commitments: \$167.70 ?

Pending Payments: \$310.68 ?

### Net Available ?

**\$32,416.26**

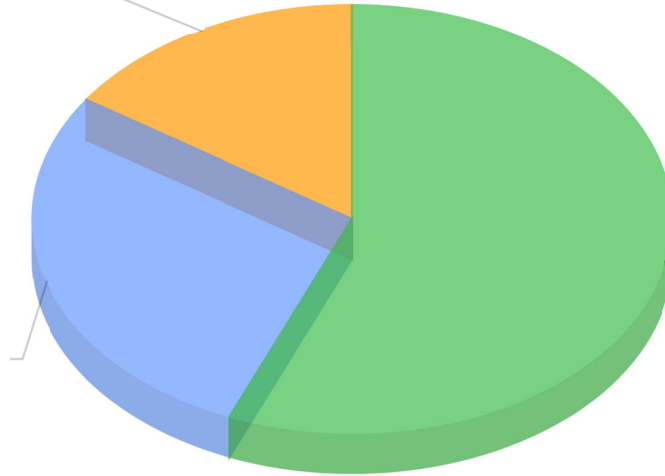


Cash Balance: \$32,894.64 ?

### Budget Allocation

**Neighborhood  
Purpose Grants:**  
\$5,000 (15.6%)

**Community  
Improvement  
Project:**  
\$9,000 (28.1%)



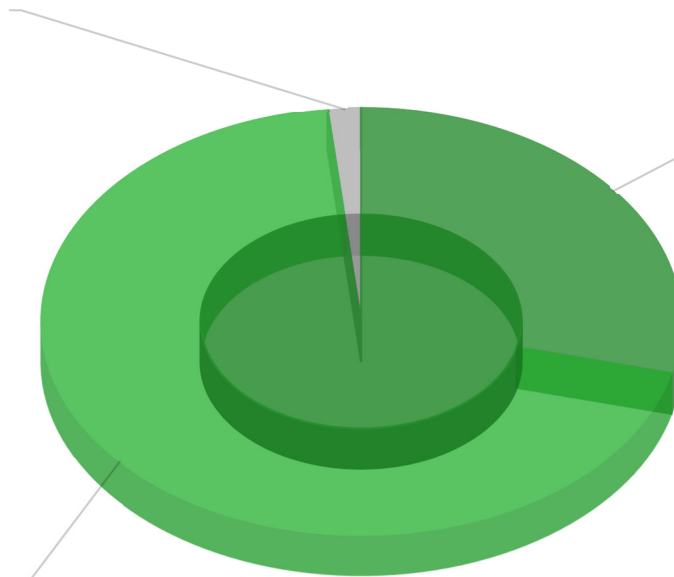
**General &  
Operational:**  
\$18,000 (56.3%)



### Expenditures-to-Date by Category

**Categorized:**  
\$1.31 (1.7%)

**Each:**  
\$20.07 (69.4%)



**Office:**  
\$2,632.98 (28.9%)



**INVOICE**



Adobe Inc.  
345 Park Ave  
San Jose, CA 95110

**Invoice Number:** 1475520778  
**Invoice Date:** AUG-30-21  
**Payment Terms:** Credit Card  
**Due Date:** SEP-06-21  
**Purchase Order:** AD00283426272CUS  
**Contract No** 00004490  
**Order Number:** 7052478696  
**Order Date:** AUG-22-21  
**Customer No.:** 1452233  
**Bill to No.** 1232084000  
**Adobe Contact Information:**  
<https://helpx.adobe.com/contact.html>

**Bill To:**  
Ed Babakhanian  
200 N. Spring St  
CA 90012

Line No	Material No / Description	UOM	Unit Price	Qty	Extended Price	
000010	65232730 Acrobat Pro DC	EA	14.99	1	14.99	
<b>North America</b>		<b>Invoice Totals</b>				
		<b>S &amp; H</b>	<b>Sales Tax</b>	<b>Currency</b>	<b>Qty Shipped</b>	<b>Invoice Total</b>
		0.00	0.00	USD	1	14.99

Comments:



# How doers get more done.

11600 SHERMAN WAY N. HOLLYWOOD, CA 91605  
STORE MANAGER JOE GUIZAR (818)764-9600

6613 00004 40610 09/22/21 12:05 PM  
SALE CASHIER CLAUDIA

887480100402 CHAIN ROLL <A>	34.64
PLASTIC CHAIN YELLOW #8X50'	
047719020011 BE123LXPRSLG <A>	23.98
BE 123 WB WHT PRIMER/SEALR 86V	3.78L
0000-999-832 GL Recyc\$ <A,U>	0.75
PAINTCARE FEE	
099713048997 5' U POST <A>	
5' 14GA STEEL U-POST MEDIUM DUTY	
10@5.84	58.40
764666696938 40"PVCFNC <A>	21.33
40"X25' GREEN PLASTIC GARDEN FENCE	

SUBTOTAL	139.10
SALES TAX	13.21
TOTAL	\$152.31

XXXXXXXXXXXX9947 MASTERCARD  
USD\$ 152.31  
AUTH CODE 031500/7041382 TA  
Chip Read  
AID A0000000041010 MASTERCARD

P.O.#/JOB NAME: PINE WOB ELEMENTARY  
<U> - NON-DISCOUNTABLE ITEM

6613 09/22/21 12:05 PM



6613 04 40610 09/22/2021 3919

RETURN POLICY DEFINITIONS			
POLICY ID	DAYS	POLICY EXPIRES ON	
A	1	90	12/21/2021

\*\*\*\*\*

## DID WE NAIL IT?

Take a short survey for a chance TO WIN  
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

[www.homedepot.com/survey](http://www.homedepot.com/survey)

User ID: HTJ 88122 81513  
PASSWORD: 21472 81509

Entries must be completed within 14 days  
of purchase. Entrants must be 18 or  
older to enter. See complete rules on  
website. No purchase necessary.

# US Storage Centers - La Crescenta

4454 Lowell Ave  
La Crescenta, CA 91214  
818-957-0700

lacrescenta@usstorage.net

## PAYMENT RECEIPT

**Tenant** City of los angeles  
**Company** c/o: City of Los Angeles  
**Address** 200 N. Main St.  
**City, State, Zip** Los Angeles CA 90012  
**Paid Thru**

September 1, 2021  
**Payment Date** September 1, 2021 1:29 PM  
**Unit** 0358, ...  
**Available Credit** 0.00  
**Current Balance** 0.00  
September 30, 2021  
**Receipt Number** 94233 **By** KK

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
09/01/21	0358	Protection Plan 9/1-9/30	12.00	0.00	0.00	12.00	12.00	Master Card
09/01/21	0358	Rent 9/1-9/30	212.50	0.00	0.00	212.50	212.50	Master Card
09/01/21	0363	Protection Plan 9/1-9/30	12.00	0.00	0.00	12.00	12.00	Master Card
09/01/21	0363	Rent 9/1-9/30	212.50	0.00	0.00	212.50	212.50	Master Card
							Taxes	0.00
							Payment (less tax)	449.00
							Payment Subtotal	449.00
							Credits Applied	0.00
							Refunds Applied	0.00
							Total Applied to Account	449.00

Current Account Balance 0.00  
Paid By Master Card \*\*\*\*9947  
Paid Thru Date September 30, 2021

Transaction Type Sale

Authorization 095631  
Reference 60378

I agree to pay the above amount according to the card issuer statement.

x \_\_\_\_\_

Memo:

Signed: \_\_\_\_\_

**Moving? Check our website for other locations nationwide:**

[www.usstoragecenters.com](http://www.usstoragecenters.com)

**Join us in our quest to cure cancer. Ask manager for details.**



[www.kureit.org](http://www.kureit.org)

Thank you for submitting your payment. Please check your inbox for a copy of this receipt.



**Sunland/Tujunga Neighborhood  
Council Beautification Committee**

nellyluboff@yahoo.com

**Receipt  
#6041337**

Payment on  
9/6/2021

Do you have an account number? Yes

Account Number 2463

Zip Code 91042to

### **Invoices**

28159 \$767.88  
*Due Date: 08-27-21*

Subtotal \$767.88

Fee \$24.96

**Total \$792.84**

PAYMENT TYPE MASTERCARD

To reverse this payment, please contact Merriwether & Williams Insurance Services using the information below. Sending an email or leaving a voicemail does not guarantee reversal of the payment.



## Merriwether & Williams Insurance Services

550 Montgomery St #550 San Francisco, CA 94111 United States

2132583083

[nicole@imwis.com](mailto:nicole@imwis.com)

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	6/10/2021	10/1/2021	
<b>Operations</b>	<b>8,000</b>	<b>17,000</b>	
US Storage	3,143	5,388	
Web Corner	1,800	1,800	
Ring Central	479	840	
Constant Contact	714	714	
US Post Office	326	388	
Zoom	205	730	
Printing	1,333	1,332	
Adobe		360	
Insights Investments		311	
Minute Taker		4,800	
Placeholder		337	
<b>Outreach</b>	<b>10,000</b>	<b>10,000</b>	
Placeholder	10,000	6,629	
Printing		500	
STNC Shirts		1,500	
National Night Out		971	
Holiday party		400	
<b>Election</b>	<b>-</b>	<b>-</b>	
Placeholder	-	-	
<b>Neighborhood Purpose Grants</b>	<b>5,000</b>	<b>4,900</b>	
Placeholder	5,000	4,900	
<b>Community Improvement Projects</b>	<b>9,000</b>	<b>10,100</b>	
Street Banners	6,000	6,000	
Owl Boxes	600	600	
Placeholder	2,400	-	
Pinewood Mural		3,500	
<b>Total Budget</b>	<b>32,000</b>	<b>42,000</b>	<b>-</b>

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