



Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

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

Special Joint Board & Budget & Finance Committee Meeting

Wednesday September 28, 2022

6:15 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 August 2022 Monthly Expenditure Report and Balances. (MER)
6. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update.
7. **Discussion/Action:** Approval of update in budget costs for USPS \$404 (Previously budgeted at \$388) US Storage \$7,660 (Previously approved budget at \$5,388).
8. **Adjourn** by 7:00 PM

Posted 09/26/2022 Remove after 10/05/2022

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.

Invoice

The Web Corner, Inc.
 19509 Ventura Blvd.
 Tarzana CA 91356
 (818) 345-7443

Date	Invoice #	Due Date
9/1/2022	24427	9/1/2022

PAID
 09/01/2022

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

P.O. No.	Terms	Project

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

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

US Storage Centers - La Crescenta

4454 Lowell Ave
La Crescenta, CA 91214
818-714-8091

lacrescenta@usstorage.net

PAYMENT RECEIPT

Tenant	City of los angeles c/o: Edward Eli Babakhanian	Date Printed	September 2, 2022
AM		Payment Date	September 2, 2022 11:26
Address	200 N. Main St.	Unit	0358, ...
City, State, Zip	Los Angeles, CA 90012	Available Credit	0.00
		Current Balance	0.00
		Paid Thru	September 30, 2022
		Receipt Number	100328
		By	GG

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
09/01/22	0358	Rent 9/1-9/30	309.50	0.00	0.00	309.50	309.50	Master Card
09/01/22	0358	Protection Plan 9/1-9/30	12.00	0.00	0.00	12.00	12.00	Master Card
09/01/22	0363	Rent 9/1-9/30	309.50	0.00	0.00	309.50	309.50	Master Card
09/01/22	0363	Protection Plan 9/1-9/30	12.00	0.00	0.00	12.00	12.00	Master Card
		Taxes					0.00	
		Payment (less tax)					643.00	
		Payment Subtotal					643.00	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					643.00	
		Current Account Balance					0.00	
		Paid By					Master Card *****9947	
		Paid Thru Date					September 30, 2022	

Memo:

Transaction Type Sale

Authorization 075097
Reference pl_txn_63124aeea0ceefae6be7bdd

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

x

Moving? Check our website for other locations nationwide:
www.usstoragecenters.com

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



www.kureit.org



[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: 09/14/2022

User Name:

Invoices from 08/15/2022 to 09/14/2022

Date	Description	Charge Amount	Credit Amount
09/03/2022	Invoice #1662195428	\$95.00	
	Constant Contact - Email Plus		
	2501-5000 Contacts	\$95.00	
	Max Period Contacts: 2558		
	From 08/03/2022 to 09/03/2022		

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: 09/17/2022

User Name:

Payments from 08/18/2022 to 09/17/2022

Date	Description	Charge Amount	Credit Amount
09-03-2022 04:57:10 AM	Payment - Credit Card (MasterCard) *****4210		\$95.00

Billing questions? [Contact Support](#)

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



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

ORIGINAL

Invoice Information

Invoice Number 2251677048
Invoice Date 30-AUG-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-AUG-2022 to 28-SEP-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!



Making It Happen, Inc.

August 10, 2022

To: Sunland Tujunga Neighborhood Council

Event Date: September 7, 2022

\$1,500.00

Outreach package at Backpack Giveaway

Includes outreach for the STNC for all fliers, social media, a table at the event and any other outreach.

Thank You,

Pattee Colvin

President



21051 Warner Center Lane
 Suite 250A
 Woodland Hills, CA 91367
 (Tel) (800) 755-9466 (Fax) (818) 348-1956

Quote/Sales Order

Date: 5/10/2022
 Job #: AG 4190

Bill To: Sunland-Tujunga Neighborhood Council ATTN: Cindy Cleghorn 818-353-7135	Prior Customer: Yes No Credit OK by:
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Ship To	Terms Due Upon Acceptance of order Explain:
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Sale Type	Launch Date	Removal Date:	Customer P.O.	Account REP	FOB
	TBD			AG	

Quantity	Description	Unit Price	Amount
10	"Neighborhood Council" City Light Pole Banner (Single Wing) 3'(w) x 8'(h) - Printed on outdoor vinyl with wind slits (5) Images (A/A, B/B, C/C, D/D, E/E)- All 4 Color Process	102.50	1,025.00T
10	Installation, maintenance and removal. Maintenance includes normal wear & tear for 90 days (Maintenance due to any unforeseen circumstances will be charged extra). City of Los Angeles Permit Fees not included - you must have City Council approval to waive fees. Full payment due upon acceptance of order.	62.50	625.00

Sales tax subject to change based on current sales tax rate at time of invoicing. Prices subject to change after review of supplied art. All claims for errors or allowances must be made in writing within 10 days from receipt of goods. No goods returnable without written consent.	Sales Tax:	\$97.38
	TOTAL AMT. DUE	\$1,747.38

Order confirmation sent Date:
 Received:

Authorized by: _____

Merriwether & Williams Insurance Services

License No.: OCO1378
 44 Montgomery St., Ste. 940
 San Francisco, CA 94104

INVOICE

Customer	Sunland/Tujunga Neighborhood Council Beautification Committee
Acct #	2463
Date	09/16/2022
Customer Service	Ingrid Merriwether Bethany Hogue
Page	1 of 1

Sunland/Tujunga Neighborhood Council Beautification Committee
 7747 Foothill Blvd #101
 Tujunga, CA 91042

Payment Information	
Invoice Summary	\$ 509.75
Payment Amount	
Payment for:	Invoice#30237
CIP436199001	

Thank You

Please detach and return with payment



Customer: Sunland/Tujunga Neighborhood Council Beautification Committee

Invoice	Effective	Transaction	Description	Amount
30237	09/01/2022	Renew policy	Policy #CIP436199001 09/01/2022-03/01/2023 Burns & Wilcox / Atain Specialty Insurance General Liability - Renew policy 300.00 Stamping Fee Tax - Renew policy 0.75 Company Fee - Renew policy 200.00 Surplus Lines Tax - Renew policy 9.00	
				Total
				\$ 509.75

Thank You

Merriwether & Williams Insurance Services License No.: OCO1378 44 Montgomery St., Ste. 940 San Francisco, CA 94104	(415)986-3999 www.imwis.com	Date
		09/16/2022

Smart & Final &
Warehouse & Market. Friend & Neighbor.

Smart And Final
Store 414
6555 FOOT-HILL BLVD
TUJUNGA, CA 91042
Telephone (318) 352-9399

Frozen Food
Premium Ice 6 @ 3.99 23.94 TF
Regular Price \$5.49

Beverage
First Street Water 8 @ 4.49 35.92 F
CRM FOODSTAMP NONTAXAB 3 @ 1.75 14.00* F

SUBTOTAL 73.86

Total # Items Sold 14

T 23.94 @ 9.500% = 2.28
F 49.92 @ 0.000% = 0.00

TOTAL 76.14
Mastercard 76.14

PURCHASE \$76.14
*****4210 MC
CHIP READ
REF#: 014518 APPROVED
MASTERCARD
Mode: Issuer
IAD:
01102040036200000908000000000000FF

Total Saved \$9.00
Item Savings 9.00

Legend
T - taxable
F - food stamp eligible
* - non-discountable



You were served by:
Alexandria

Date Time Store Term Opr Tran
09/13/22 05:05 PM 414 5 40039 0526

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Smart and Final

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within 7 days of this shop - thank you!

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and our associates is our top priority

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