



Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

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

Budget & Finance Committee Meeting

Tuesday, January 10, 2023

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 December 2022 Monthly Expenditure Report and Balances. (MER)
6. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update.
7. **Discussion/Action:** Approve increase in budget of Safety Fair up to \$1,300 (from \$300 previously approved) to be used toward obtaining insurance for the event
8. **Discussion/Action:** Approve up to \$200 toward name badges for STNC board members
9. **Adjourn** by 7:00 PM

Posted 01/04/2023 Remove after 01/17/2023

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Porfavor 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
12/1/2022	24847	12/1/2022

PAID
 12/01/2022

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

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Dec. 2022 Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments	150.00	150.00
0	Dec. 2022 Monthly Hosting for stnc.org	15.00	0.00
0	Dec. 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

Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
US

8183457443

Order Information

Description: Monthly Maintenance Monthly Hosting for stnc.org Email Standard

Order Number: P.O. Number:

Customer ID: Invoice Number:

Billing Information

Edward Babakhanian
Sunland Tujunga NC

Shipping Information

Shipping: 0.00

Tax: 0.00

Total: USD 150.00

Payment Information

Date/Time: 01-Dec-2022 06:00:07 MST

Transaction ID: 43794144313

Transaction Type: Authorization w/ Auto Capture

Transaction Status: Settled Successfully

Authorization Code: 067419

Payment Method: MasterCard XXXX9947

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



[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: 12/10/2022

User Name:

Invoices from 11/10/2022 to 12/10/2022

Date	Description	Charge Amount	Credit Amount
12/03/2022	Invoice #1670061413	\$70.00	
	Constant Contact - Email Plus		
	501-2500 Contacts	\$70.00	
	Max Period Contacts: 2462		
	From 11/03/2022 to 12/03/2022		

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: 12/10/2022

User Name:

Payments from 11/10/2022 to 12/10/2022

Date	Description	Charge Amount	Credit Amount
12-03-2022 04:56:55 AM	Payment - Credit Card (MasterCard) *****4210		\$70.00

Billing questions? [Contact Support](#)

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



R&R T-Shirt Printing & Embroidery Co.

1015 S. San Fernando Blvd.
Burbank, CA 91502-1538
818-569-0290

Invoice

Date	Invoice #
12/3/2022	9168

Bill To
Sunland-Tujunga Neighborhood Council Pat Kramer 200 N. Spring Street Los Angeles, CA 90012 Phone 818-844-7742

PAID
12/05/2022

Ship To
STNC Pat Kramer PO BOX 635 TUJUNGA, CA 91043

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			12/3/2022			

Quantity	Item Code	Description	Price Each	Amount
12	st350	Sport-Tek® Youth PosiCharge® Competitor™ Tee	18.00	216.00T
1	SC	Screen preparation charge	40.00	40.00T
1	Freight	Incoming Freight	12.00	12.00
		Sales Tax	10.25%	26.24

Total \$294.24

Payments/Credits -\$294.24

Phone #	E-mail	Balance Due \$0.00
818-569-0290	frank@RnRtshirts.com	



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

ORIGINAL

Invoice Information

Invoice Number 2321632097
Invoice Date 29-NOV-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: 29-NOV-2022 to 29-DEC-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!

TS PLACE AND CATERING
8530 FOOTHILL BLVD
SUNLAND, CA 91040
(818) 951-7777

December 10, 2022 at 11:11 AM

Order #1002

Customer Information:

Patt A

Phone: (818) 468-7278

Address: 10853 Parr ave

Delivery

Gogo

Massive 28in Veggie Pizza	38.00
Large 16in Pizza	18.99
16in Toppings: Provolone	
16in Toppings: Pepperoni	
Cauliflower 12in Pizza	17.49
12in Toppings: Meatballs	
12in Toppings: Fresh Mozzarella	
Open Discount	(-1.92)

Subtotal	74.48
Tax	7.44
Discount	1.92
Total	80.00

Mastercard ...9947	80.00
Total Tender	80.00
Change	0.00

Receipt Code: 0019938216706

Thank you for visiting!

Come back soon!



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

ORIGINAL

Invoice Information

Invoice Number 2327049552
Invoice Date 06-DEC-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-DEC-2022 to 05-JAN-2023

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65314003	Acrobat Pro	1	EA	19.99	19.99	0.00%	0.00	19.99

Invoice Total

NET AMOUNT (USD)	19.99
TAXES (SEE DETAILS FOR RATES)	0.00
GRAND TOTAL (USD)	19.99

Comments:

Billing Contact

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

Thank you for your business!

Thomas Denton

3110 El Tovar Dr
Glendale, CA 91208-1812

Phone # 818-247-1172

www.ThomasDentonCo.net
tdentonco1412@sbcglobal.net

Invoice

Date	Invoice #
12/3/2022	86928

CASH	
CHARGE	
ON ACCT.	

Bill To
STNC

P.O. Number	Terms
	Due now, dang it

Quantity	Description	Price Each	CREDIT	Amount
19	Engraving	9.00		171.00

Subtotal	\$171.00
Sales Tax (10.25%)	\$0.00
Total	\$171.00

Thomas Denton & Co.
209 Verdugo Blvd., Unit 293
Montrose, CA 91020
(818) 247-1172

12/19/2022 13:25:54
Terminal ID No.: 76161334

CREDIT Sale

Transaction #: 1
Card Type: MasterCard
Account: *****4210
Entry: Manual
Cust. Code
Amount: USD \$171.00
Ref. NO.: 285321000213
Global UID: 0820647980202212191325549191
Auth. Code: 094585
Batch #: 214
Response: ZIP MATCH
CVD Response: M - Match
AVS Response: Zip Match

CUSTOMER COPY

Thank You
For Your Business!

NAL INVOICE - NO STATEMENT ISSUED