



# Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

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

## Budget & Finance Committee Meeting

Monday, February 27, 2023

6:00 pm

Zoom Meeting Online <https://us02web.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 February 2023 Monthly Expenditure Report and Balances. (MER)
6. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update.
7. **Discussion/Action:** Approve up to \$300 for Sunland Recreation Center Spring Eggstravaganza sponsorship on 4/8/2023
8. **Discussion/Action:** Approve Sunland-Tujunga Public Library or alternative as meeting place for ongoing in person committee meetings beginning in March
9. **Adjourn** by 7:00 PM

Posted 02/24/2023 Remove after 03/06/2023

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.

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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto: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](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 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](http://www.stnc.org) **STNC Mailing Address: P.O. Box 635 • Tujunga, CA 91043-0635 • [Secretary@stnc.org](mailto: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.



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

ORIGINAL

Invoice Information

Invoice Number 2368502787  
Invoice Date 30-JAN-2023  
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-JAN-2023 to 26-FEB-2023

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!

# INVOICE

**MAKE CHECK PAYABLE TO**

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

Unit 0358, ...  
Tenant 617554  
Invoice 47357  
Invoice Date January 19, 2023  
Due Date **February 1, 2023**

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

**The Web Corner, Inc.**

**Invoice**

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

**PAID**  
**02/01/2023**

Date	Invoice #	Terms
2/1/2023	25108	

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

Ship To

QTY	Description	Price Each	Amount
1	Feb.23 Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments	150.00	150.00
0	Feb.23 Monthly Hosting for stnc.org	15.00	0.00
0	Feb.23 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!	<b>Total</b>	<b>\$150.00</b>
	<b>Payments/Credits</b>	<b>-\$150.00</b>
	<b>Balance Due</b>	<b>\$0.00</b>

# Merchant: The Web Corner, Inc

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

8183457443

### Order Information

Description:	Monthly MaintenanceMonthly Hosting for stnc.orgEmail 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
<b>Total:</b>	<b>USD 150.00</b>

### Payment Information

Date/Time:	01-Feb-2023 05:22:23 MST
Transaction ID:	43911127328
Transaction Type:	Authorization w/ Auto Capture
Transaction Status:	Settled Successfully
Authorization Code:	069801
Payment Method:	MasterCard XXXX9947



[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: 02/09/2023***

***User Name:***

**Invoices from 01/09/2023 to 02/09/2023**

<b>Date</b>	<b>Description</b>	<b>Charge Amount</b>	<b>Credit Amount</b>
02/03/2023	Invoice #1675418837		\$70.00
	<b>Constant Contact - Email Plus</b>		
	501-2500 Contacts	\$70.00	
	Max Period Contacts: 2446		
	From 01/03/2023 to 02/03/2023		

**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: 02/09/2023***

***User Name:***

**Payments from 01/09/2023 to 02/09/2023**

<b>Date</b>	<b>Description</b>	<b>Charge Amount</b>	<b>Credit Amount</b>
02-03-2023 05:07:20 AM	Payment - Credit Card (MasterCard) *****4210		\$70.00

**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 2373902521  
Invoice Date 06-FEB-2023  
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-FEB-2023 to 05-MAR-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

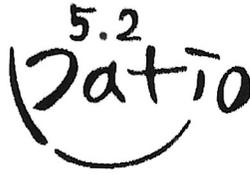
NET AMOUNT (USD)	19.99
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>19.99</b>

Comments:

## Billing Contact

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

Thank you for your business!



BCBA · COFFEE · SNACK

**5.2 PATIO - TUJUNGA**  
6540 FOOTHILL BOULEVARD  
LOS ANGELES, CA 91042  
2139995222

**ORDER: 01**  
**Walk-In**

Cashier: Irina  
11-Feb-2023 9:50:42A

Transaction **005122**  
1 Custom Item

\$45.00

**Subtotal**

**\$45.00**

Sales Tax 9.5%

\$4.28

**Total**

**\$49.28**

CREDIT CARD SALE  
MASTERCARD 4210

\$49.28

11-Feb-2023 9:51:33A  
\$49.28 | Method: EMV  
MASTERCARD XXXXXXXXXXXX4210  
CAROL HUTCHINSON  
Reference ID: 304200577033 | Auth ID:  
056627  
MID: \*\*\*\*\*9880  
AID: A0000000041010  
AthNtwkNm: MASTERCARD  
SIGNATURE VERIFIED

Online: <https://clover.com/p/E5AM7MS9W9BH6>

\*\*\* **REPRINT** \*\*\*

Clover ID: EWYY9YXAAKX30  
Payment E5AM7MS9W9BH6

Clover Privacy Policy  
<https://clover.com/privacy>



City of Los Angeles - Department of Recreation and Parks

Sunland Recreation Center,  
Stonehurst Recreation Center & Lake View Terrace Recreation Center

# Spring Eggstravaganza



**Saturday April 8, 2023**

11:00 AM - 3:00 PM

**At Sunland Recreation Center**

8651 Foothill Blvd., Sunland, CA 91040

(818) 352-5282

[Sunland.RecreationCenter@LAcity.org](mailto:Sunland.RecreationCenter@LAcity.org)



**Free Crafts, Games, Candy, Prizes!**



**Snack Bar \$1**

## Free Egg Hunt

*Find a gold or purple coin in your egg and win a special prize!*



**MoonBounce**

12:30 AM - Ages 3 and under

1:00 PM - Ages 4-5 years

1:30 PM - Ages 6-7 years

2:00 PM - Ages 8-12 years

2:30 PM - Ages 13-Adult



Don't forget your basket!



"Achieving gender equity through a continuous commitment to girls and women in sports"  
Persons with disabilities are welcome to participate in our programs. Reasonable accommodations will be made with prior arrangements.  
Sportsmanship counts. Be a good sport!

