

Monthly Expenditure Report



Reporting Month: May 2018

Budget Fiscal Year: 2017-2018

NC Name: Sunland-Tujunga
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$37653.18	\$11424.39	\$26228.79	\$8610.34	\$0.00	\$17618.45

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$51935.00	\$2416.62	\$30223.79	\$0.00	\$27618.45
Outreach		\$1507.77		\$2605.34	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$3505.00	\$7500.00	-\$3995.00	\$6005.00	-\$10000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$17786.82	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	The Web Corner, inc.	05/06/2018	To pay monthly bill of web maintenance to the Web ...	General Operations Expenditure	Outreach	\$150.00
2	Bridgegap	04/24/2018	Approve / Change of structure for paying minu...	General Operations Expenditure	Office	\$193.05
3	Bridgegap	05/14/2018	Minute taker for STNC monthly board meeting minute...	General Operations Expenditure	Office	\$158.30
4	City of Los Angeles Dept. of Neighborhood Empowerment	05/14/2018	Approve outreach: NC Congress \$750 and N...	General Operations Expenditure	Outreach	\$750.00
5	City of Los Angeles - Department of Neighborhood Empowerment	05/14/2018	Approve Outreach: NC Congress \$750 and N...	General Operations Expenditure	Outreach	\$250.00
6	Bridgegap	05/14/2018	Monthly Board Meeting Minutes taker	General Operations Expenditure	Office	\$180.18
7	Bridgegap	05/14/2018	Monthly Board Meeting Minutes taker	General Operations Expenditure	Office	\$180.18

8	Bridgegap	05/14/2018	To pay or Board Meeting Minutes taker	General Operations Expenditure	Office	\$180.18
9	Insight Investments LLC	05/15/2018	Approve office expense to Insight for copier renta...	General Operations Expenditure	Office	\$37.81
10	Insight Investments LLC	05/15/2018	Approve office Insight for copier lease outstandin...	General Operations Expenditure	Office	\$84.30
11	Insight Investments LLC	05/15/2018	Approve Insight for copier lease invoices not yet ...	General Operations Expenditure	Office	\$84.11
12	Bridgegap	05/16/2018	Approve / change of structure for paying minu...	General Operations Expenditure	Office	\$154.44
13	The Web Corner, inc.	05/17/2018	Approve Office payments due to the Webcorner for S...	General Operations Expenditure	Office	\$150.00
14	The Web Corner, inc.	05/17/2018	Approve Office payments due to the Webcorner for S...	General Operations Expenditure	Office	\$150.00
15	Sportscraft Trophy & Award	05/17/2018	To approve up to \$400 for STNC board name bad...	General Operations Expenditure	Outreach	\$197.10
16	Little Landers Historical Society	05/17/2018	Approve NPG Little Landers Historical Society	Neighborhood Purpose Grants		\$3500.00
17	Parents, Teachers/Educators & Students in Action	05/17/2018	Approve NPG up to \$1,500 to PESA (Parent...	Neighborhood Purpose Grants		\$1500.00
18	Konica Minolta Business Solutions USA Inc.	05/18/2018	APPROVE OFFICE: Konica for meter charges ...	General Operations Expenditure	Office	\$160.07
19	Konica Minolta Business Solutions USA Inc.	05/18/2018	APPROVE OFFICE Konica for meter charges \$965....	General Operations Expenditure	Office	\$704.00
20	Tamperproof Screw	05/21/2018	Approve Outreach: License Plate Screws for LA...	General Operations Expenditure	Outreach	\$160.67
21	Making It Happen, Inc.	05/22/2018	Approve NPG: Making It Happen for homeless ou...	Neighborhood Purpose Grants		\$2500.00
Subtotal:						\$11424.39

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Linda Adran	05/16/2018	Approve \$62.00 reimbursement for refreshments...	General Operations Expenditure	Outreach	\$62.00
2	Asian Pacific American Dispute Resolution Center	05/17/2018	Approve up to \$600 for May 19, 2018 board ret...	General Operations Expenditure	Outreach	\$375.00
3	Citizens for Los Angeles Wildlife	05/17/2018	Motion to approve up to \$1000 for Own Boxes &...	General Operations Expenditure	Outreach	\$800.00
4	YMCA of the Foothills	05/22/2018	APPROVE NPG up to \$5,000 for NPG to the YMCA ...	Neighborhood Purpose Grants		\$5000.00

5	Giving Music	05/22/2018	Approve NPG: Giving Music	Neighborhood Purpose Grants		\$1005.00
6	Sunland Tujunga Shadow Hills Rotary Club	05/25/2018	To approve recommendation of the STARC that STNC s...	General Operations Expenditure	Outreach	\$1368.34
Subtotal: Outstanding						\$8610.34

Invoice

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

Date	Invoice #	Due Date
11/1/2017	15709	11/1/2017

Bill To
STNC.org Susan Avakian 7747 Foothill Blvd., Room 101 Tujunga, CA 91042

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Monthly Maintenance: includes up to 1 hour for; phone support, web development, requests, & website adjustments	150.00	150.00

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

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Sunland-Tujunga Meeting Date: 9/13/17

Budget Fiscal Year: 2017-2018 Agenda Item No: #12

Board Motion and/or Public Benefit Statement (CIP and NPG):
 Please see attachment.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President	✓					
Charlie A. Bradley	First VP	✓					
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer	✓					
Pat Kramer	Region 1	✓					
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2	✓					
Kathrine Juarez	Region 2	✓					
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3				✓		
Pati Potter	Region 4			✓			
John Candler	VHMA	✓					
Julie Cuddihy	VHHS	✓					
Marlene Hitt	Little Landers	✓					
Mark Seigel	Ham Radio				✓		
Edwin Miranian	Arm Cul Sasoon	✓					
Jon von Gunten	Neigh. Watch	✓					
Amelia Anderson	Homeless Aware	✓					
Hrant Vartzbedian	Business Assoc.				✓		
Quorum:		Total: 15	0	1	3		

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: *[Signature]*
 Print/Type Name: Shooshig Susan Avakian
 Date: 9/13/17
 Second Signer's Signature: *[Signature]*
 Print/Type Name: Krystee Clark
 Date: 9/13/17



Sunland Tujunga Neighborhood Council
 8250 Foothill Blvd., Suite A, Sunland, CA 91042 - (818) 951-7411 FAX (818) 951-7412
 E-mail: secretary@stnc.org

ITEM #12
Outstanding Items

Items to be paid

David Barron – Board member reimbursement	\$500.00 ✓
Marlene Hitt – Board member reimbursement	\$198.30 ✓
Beautification Committee – Purchase of Anti Graffiti Coating and brushes	\$64.93
Martin Outdoor Media -Vision Zero bench ads	\$225.00
InsightInvestments (copier) – August	\$84.11 ✓
InsightInvestment (copier) July	\$83.73 ✓
RingCentral – September	\$65.99 ✓
Ahem Rental – July 4 Golf Cart	\$994.11 ✓
Pyrospectaculars – Fireworks	\$4500.00 ✓
Sunland Printing – Banners	\$976.03 ✓
Webcorner – July	\$150.00 ✓
Webcorner – August	\$150.00 ✓
Webcorner - September	\$150.00
Total:	\$8142.20

Ongoing Monthly Expenditures TOTAL: \$996.00

- Constant Contact \$95
- Copier \$85
- Ring Central \$66
- Web Corner \$150
- Meeting Refreshments \$100
- Region events \$200
- Misc Office supplies / Printing \$100
- Misc outreach materials \$200

ITEM #13

Bridgegap

Making it better together

10008 National Blvd #319
Los Angeles, CA 90034-3809
Phone 213.797.0999

Work Order

DATE: DECEMBER 13, 2017

TO:
Shooshig Avakian
STNC
7747 Foothill Blvd
Tujunga, CA 91042
Phone

COMMENTS OR SPECIAL INSTRUCTIONS: MINUTES 11/08/2017

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	MEETING DATE	TIME	TERMS
TG	STNC	Pending	11/08/2017	0630	Due on receipt

TIME IN	DESCRIPTION	TIME OUT	TOTAL
1800	Minute Taking	2200	4.00
	Edlting		3.5

SUBTOTAL HOURS	7.5
RATE PER HOUR	25.74
TOTAL DUE	193.05

Approval: _____

If you have any questions concerning this work order, contact Terrence Gomes, Info@BTSASA.com

THANK YOU FOR YOUR BUSINESS!

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Sunland-Tujunga Meeting Date: ~~P1247~~ 1/10/18
 Budget Fiscal Year: 2017-2018 Agenda Item No: 28

Board Motion and/or Public Benefit Statement (CIP and NPG): Approve / change of structure for paying minute taker. \$ 25/hr up to 10 hrs. per meeting.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President						
Charlie A. Bradley	First VP				X		
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer				X		
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2				X		
Kathrine Juarez	Region 2				X		
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Patl Potter	Region 4	✓					
John Candler	VHMA						
Julie Cuddlhy	VH HS	✓					
Marlete Hltt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm. Cult Sasoon				X		
Jon von Gunten	Neighb. Watch	✓					
Amelia Anderson	Homeless Grp	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Janelle Hussain	Secretary	✓					
Lydia Grant	Region 4	✓					
Quorum:	Total:	13	0	0	6	0	0

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: [Signature] Second Signer's Signature: [Signature]
 Print/Type Name: Shooshig Susan Avakian Print/Type Name: [Name]
 Date: 1/10/18 Date: 1/10/18

Bridgegap

Making it better together!

10008 National Blvd #319
Los Angeles, CA 90034-3809
Phone 213.797.0999

Invoice

DATE: JANUARY 4, 2018

TO:

Shooshig Avakian
STNC
7747 Foothill Blvd
Tujunga, CA 91042
Phone

COMMENTS OR SPECIAL INSTRUCTIONS: MINUTES 12/13/2017 SPECIAL AND SPECIAL SECOND

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	MEETING DATE	TIME	TERMS
TG	STNC	Pending	12/13/2017	0630	Due on receipt

TIME IN	DESCRIPTION	TIME OUT	TOTAL
1800	Minute Taking Special and Special Second	2115	3.15
	Editing Special		2.5
	Editing Special Second		1.0

SUBTOTAL HOURS	6.15
RATE PER HOUR	25.74
TOTAL DUE	158.30

Invoice Number 100106

If you have any questions concerning this work order, contact Terrence Gomes, info@BTSASA.com

THANK YOU FOR YOUR BUSINESS!

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: SUNLAND-TUJUNGA Meeting Date: 5-9-18

Budget Fiscal Year: 2017-18 Agenda Item No: 11. 3a)

Board Motion and/or Public Benefit Statement (CIP and NPG): Approve Bridgegap for invoices owing for minutes in the amount of \$450.00

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DANA STANGEL	PRESIDENT				X		
CHARLIE BRADLEY	VICE PRESIDENT	X					
JANELLE HUSSION	VICE PRESIDENT	X					
SEVADA HEMELIANS	SECRETARY	X					
CINDY CLEGHORN	TREASURER	X					
PAT KRAMER	REGION 1	X					
ANA ORUDYAN	REGION 1	X					
VACANT	REGION 2						
LINDA ADLAN	REGION 2	X					
RICK RAMIREZ	REGION 3	X					
DAVID BARRON	REGION 3	X					
PATI POTTER	REGION 4	X					
LYDIA GRANT	REGION 4	X					
EDWIN MIRANIAN	STAKEHOLDER GROUP REP - ARMEIAN				X		
AMELIA ANDERSON	STAKEHOLDER GROUP - HOMELESS	X					
MARK SEIGEL	STAKEHOLDER GROUP - HAM RADIO	X					
MARLENE HITT	STAKEHOLDER GROUP - HISTORICAL SO	X					
JON VON GUNTEN	STAKEHOLDER GROUP - NEIGHBORHOOD	X					
AARON PETERSON	STAKEHOLDER GROUP - THE HUB CHURCH				X		
HRANT VARTZBEDIAN	STAKEHOLDER GROUP - BUSINESS	X					
VACANT	STAKEHOLDER GROUP						

Board Quorum: Total: 16 0 0 3 0 0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signatures: [Signature of Dana Stangel] [Signature of Sevada Hemelians]
 Print/Type Name: DANA STANGEL Sevada Hemelians
 Date: 5-9-18 Date: 5-9-18

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Sunland-Tujunga Meeting Date: Oct 11, 2017
 Budget Fiscal Year: 2017-2018 Agenda Item No: 11
 Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to hire ~~Apple One~~ ^{City approved vendor} ~~or similar service~~ for up to \$150 per meeting to take minutes for our General Board meetings relieving any future secretary or board member of this requirement.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President	✓					
Charlie A. Bradley	First VP	✓					
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer		✓				
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2		✓				
Kathrine Juarez	Region 2		✓				
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Pati Potter	Region 4	✓					
John Candler	VHMA	✓					
Julie Cuddihy	VHHS				X		
Marlene Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm Cul Sasoon				X		
Jon von Gunten	Neigh. Watch	✓					
Amelia Anderson	Homeless Aware	✓					
Hrant Vartzbedian	Business Assoc.	✓					

Quorum: Total: 13 3 - 3 - -

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: Shooshig Susan Avakian
 Second Signer's Signature: Krystee Clark
 Print/Type Name: Shooshig Susan Avakian
 Print/Type Name: Krystee Clark
 Date: 10/11/17
 Date: 10/11/17

**2018 Congress of Neighborhoods / EmpowerLA Awards / NC Budget Advocates
Neighborhood Council Funding Support Statement**

I, DANA STANGEL (President or Vice-President [VP] name),
declare that I am the President or VP of the SUNLAND-TUJUNGA
Neighborhood Council (Neighborhood Council) and that on 4-11-18 (meeting
date), a Brown Act noticed public meeting was held by the Neighborhood Council with a quorum
of _____ (number) board members present and that by a vote of
_____(number) Yea, _____(number) Nay, and _____(number) Abstentions,
the Neighborhood Council approves funding support for the following:

L.A. Congress of Neighborhoods 2018 event in the amount of:

*\$ 750.00 (A)

and/or

L.A. Congress of Neighborhoods 2018 – Networking/EmpowerLA Awards event in the amount of:

*\$ _____ (B)

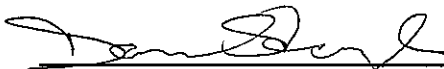
and/or

Neighborhood Council Budget Advocates 2018 in the amount of:

*\$ 250.00 (C)

\$ 1,000.00 **Grand Total (A) + (B) + (C)**

Therefore, the Neighborhood Council requests that the Office of the City Clerk Neighborhood Council Funding Program issue payment in the aforementioned Total amount from our checking account to the Department of Neighborhood Empowerment for the Congress and/or Budget Advocates Account(s).



Signature of President or VP

4-11-18

Date

To request payment, the Neighborhood Council Treasurer must submit this completed form through the Funding System portal as the "Payment Request Document" and a respective Board Action Certification (BAC) form. Forms must be submitted no later than June 1, 2018 in order to be processed from current Fiscal Year available funds. Make check payable to:

**"City of Los Angeles – Dept. of Neighborhood Empowerment"
200 N. Spring St. Suite 224, Los Angeles, CA 90012**

*Please indicate a specific monetary amount, i.e. statements such as "our unused funding for this fiscal year" will not be processed.

**2018 Congress of Neighborhoods / EmpowerLA Awards / NC Budget Advocates
Neighborhood Council Funding Support Statement**

I, DANA STANGEL (President or Vice-President [VP] name),
declare that I am the President or VP of the SUNLAND-TUJUNGA
Neighborhood Council (Neighborhood Council) and that on 4-11-18 (meeting
date), a Brown Act noticed public meeting was held by the Neighborhood Council with a quorum
of _____ (number) board members present and that by a vote of
_____(number) Yea, _____(number) Nay, and _____(number) Abstentions,
the Neighborhood Council approves funding support for the following:

L.A. Congress of Neighborhoods 2018 event in the amount of:

*\$ 750.00 (A)

and/or

L.A. Congress of Neighborhoods 2018 – Networking/EmpowerLA Awards event in the amount of:

*\$ _____ (B)

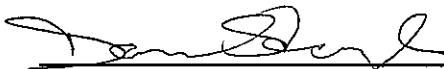
and/or

Neighborhood Council Budget Advocates 2018 in the amount of:

*\$ 250.00 (C)

\$ 1,000.00 **Grand Total (A) + (B) + (C)**

Therefore, the Neighborhood Council requests that the Office of the City Clerk Neighborhood Council Funding Program issue payment in the aforementioned Total amount from our checking account to the Department of Neighborhood Empowerment for the Congress and/or Budget Advocates Account(s).



Signature of President or VP

4-11-18

Date

To request payment, the Neighborhood Council Treasurer must submit this completed form through the Funding System portal as the "Payment Request Document" and a respective Board Action Certification (BAC) form. Forms must be submitted no later than June 1, 2018 in order to be processed from current Fiscal Year available funds. Make check payable to:

**"City of Los Angeles – Dept. of Neighborhood Empowerment"
200 N. Spring St. Suite 224, Los Angeles, CA 90012**

*Please indicate a specific monetary amount, i.e. statements such as "our unused funding for this fiscal year" will not be processed.

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification (BAC) Form



NC Name: SUNLAND-TUJUNGA Meeting Date: 5-9-18

Budget Fiscal Year: 2017-18 Agenda Item No: 11. 3a)

Board Motion and/or Public Benefit Statement (CIP and NPG): APPROVE OUTREACH: NC Congress \$750 and NC Budget Advocates \$250

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DANA STANGEL	PRESIDENT				X		
CHARLIE BRADLEY	VICE PRESIDENT	X					
JANELLE HUSSION	VICE PRESIDENT	X					
SEVADA HEMELIANS	SECRETARY	X					
CINDY CLEGHORN	TREASURER	X					
PAT KRAMER	REGION 1	X					
ANA ORUDYAN	REGION 1	X					
VACANT	REGION 2						
LINDA ADRAN	REGION 2	X					
RICK RAMIREZ	REGION 3	X					
DAVID BARRON	REGION 3	X					
PATI POTTER	REGION 4	X					
LYDIA GRANT	REGION 4	X					
EDWIN MIRANIAN	STAKEHOLDER GROUP REP - ARMENIAN S				X		
AMELIA ANDERSON	STAKEHOLDER GROUP - HOMELESS	X					
MARK SEIGEL	STAKEHOLDER GROUP - HAM RADIO	X					
MARLENE HITT	STAKEHOLDER GROUP - HISTORICAL SO	X					
JON VON GUNTEN	STAKEHOLDER GROUP - NEIGHBORHOOD	X					
AARON PETERSON	STAKEHOLDER GROUP - THE HUB CHURCH				X		
HRANT VARTZBEDIAN	STAKEHOLDER GROUP - BUSINESS	X					
VACANT	STAKEHOLDER GROUP						
Board Quorum:		Total: 16	0	0	3	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature:	Authorized Signature:
Print/Type Name: DANA STANGEL	Print/Type Name: Sevada Hemelians
Date: 5-9-18	Date: 5-9-18

Bridggap

Making it better together!

10008 National Blvd #319
Los Angeles, CA 90034-3809
Phone 213.797.0999

Invoice

DATE: APRIL 29, 2018

TO:

Cindy Cleghorn
STNC
7747 Foothill Blvd
Tujunga, CA 91042
Phone

COMMENTS OR SPECIAL INSTRUCTIONS: MINUTES

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	MEETING DATE	TIME	TERMS
TG	STNC	Pending	04/11/2018	0630	Due on receipt

TIME IN	DESCRIPTION	TIME OUT	TOTAL
	Minutes		4
	Editing		3

SUBTOTAL HOURS	7
RATE PER HOUR	25.74
TOTAL DUE	180.18

Invoice Number 100121

If you have any questions concerning this work order, contact Terrence Gomes, info@BTSASA.com

THANK YOU FOR YOUR BUSINESS!

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: Sunland-Tujunga

Meeting Date: ~~11/28/17~~ 11/10/18

Budget Fiscal Year: 2017-2018

Agenda Item No: 28

Board Motion and/or Public Benefit Statement (CIP and NPG):

Approve / change of structure for paying minute taker. \$25/hr up to 10 hrs. per meeting.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President						
Charlie A. Bradley	First VP				X		
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer				X		
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2				X		
Kathrine Juarez	Region 2				X		
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Pati Potter	Region 4	✓					
John Candler	VHMA						
Julie Cuddihy	VH HS	✓					
Marlete Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm. Cult Sasoon				X		
Jon von Gunten	Neighb. Watch	✓					
Amelia Anderson	Homeless Grp	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Janelle Hussion	Secretary	✓					
Lydia Grant	Region 4	✓					

Quorum:

Total: 13 0 0 6 0 0

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature

[Signature]

Second Signer's Signature

[Signature]

Print/Type Name: Shooshig Susan Avakian

Print/Type Name:

Date: -- -- --

11/10/18

Date:

11/10/18

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Sunland-Tujunga Meeting Date: Oct 11, 2017

Budget Fiscal Year: 2017-2018 Agenda Item No: 11

Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to hire ~~Apple One~~ ^{city approved vendor} or similar service for up to \$150 per meeting to take minutes for our General Board meetings relieving any future secretary or board member of this requirement.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President	✓					
Charlie A. Bradley	First VP	✓					
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer		✓				
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2		✓				
Kathrine Juarez	Region 2		✓				
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Pati Potter	Region 4	✓					
John Candler	VHMA	✓					
Julie Cuddihy	VHHS				X		
Marlene Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm Cul Sasoon				X		
Jon von Gunten	Neigh. Watch	✓					
Amelia Anderson	Homeless Aware	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Quorum:		Total: 13	3	-	3	-	-

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: Shooshig Susan Avakian
 Print/Type Name: Shooshig Susan Avakian
 Date: 10/11/17

Second Signer's Signature: Krystee Clark
 Print/Type Name: Krystee Clark
 Date: 10/11/17

Bridggap

Making it better together!

10008 National Blvd #319
Los Angeles, CA 90034-3809
Phone 213.797.0999

Invoice

DATE: MARCH 23, 2018

TO:

Shooshig Avakian
STNC
7747 Foothill Blvd
Tujunga, CA 91042
Phone

COMMENTS OR SPECIAL INSTRUCTIONS: MINUTES

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	MEETING DATE	TIME	TERMS
TG	STNC	Pending	03/14/2018	0630	Due on receipt

TIME IN	DESCRIPTION	TIME OUT	TOTAL
1800	Minutes	2200	4
	Editing		3

SUBTOTAL HOURS	7
RATE PER HOUR	25.74
TOTAL DUE	180.18

Invoice Number 100119

If you have any questions concerning this work order, contact Terrence Gomes, info@BTSASA.com

THANK YOU FOR YOUR BUSINESS!

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: Sunland-Tujunga

Meeting Date: ~~11/10/18~~ 1/10/18

Budget Fiscal Year: 2017-2018

Agenda Item No: 28

Board Motion and/or Public Benefit Statement (CIP and NPG):

Approve / change of structure for paying minute taker. \$25/hr up to 10 hrs. per meeting.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President						
Charlie A. Bradley	First VP				X		
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer				X		
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2				X		
Kathrine Juarez	Region 2				X		
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Pati Potter	Region 4	✓					
John Candler	VHMA						
Julie Cuddihy	VH HS	✓					
Marlete Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm. Cult Sasoon				X		
Jon von Gunten	Neighb. Watch	✓					
Amelia Anderson	Homeless Grp	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Janelle Hussion	Secretary	✓					
Lydia Grant	Region 4	✓					

Quorum: Total: 13 0 0 6 0 0

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature

Second Signer's Signature

Print/Type Name: Shooshig Susan Avakian

Print/Type Name:

Date: 1/10/18

Date: 1/10/18

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Sunland-Tujunga Meeting Date: Oct 11, 2017
 Budget Fiscal Year: 2017-2018 Agenda Item No: 11
 Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to hire ~~Apple One~~ or ~~similar~~ ^{city approved vendor} service for up to \$150 per meeting to take minutes for our General Board meetings relieving any future secretary or board member of this requirement.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President	✓					
Charlie A. Bradley	First VP	✓					
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer		✓				
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2		✓				
Kathrine Juarez	Region 2		✓				
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Pati Potter	Region 4	✓					
John Candler	VHMA	✓					
Julie Cuddihy	VHHS				X		
Marlene Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm Cul Sasoon				X		
Jon von Gunten	Neigh. Watch	✓					
Amelia Anderson	Homeless Aware	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Quorum:		Total:	<u>13</u>	<u>3</u>	<u>-</u>	<u>3</u>	<u>-</u>

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: Shooshig Susan Avakian Second Signer's Signature: Krystee Clark
 Print/Type Name: Shooshig Susan Avakian Print/Type Name: Krystee Clark
 Date: 10/11/17 Date: 10/11/17

Bridgegap
 Making it better together!

10008 National Blvd #319
 Los Angeles, CA 90034-3809
 Phone 213.797.0999

*STNC FEB 2018
 meeting minutes*

Invoice

DATE: FEBRUARY 28, 2018

TO:
 Shooshig Avakian
 STNC
 7747 Foothill Blvd
 Tujunga, CA 91042
 Phone

COMMENTS OR SPECIAL INSTRUCTIONS: MINUTES

2/14/18

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	MEETING DATE	TIME	TERMS
TG	STNC	Pending	01/10/2018	0630	Due on receipt

TIME IN	DESCRIPTION	TIME OUT	TOTAL
1800	Minute Taking Special and Special Second	2200	4
	Editing		3
SUBTOTAL HOURS			7
RATE PER HOUR			25.74
TOTAL DUE			180.18

Invoice Number 100117

If you have any questions concerning this work order, contact Terrence Gomes, info@BTSASA.com

THANK YOU FOR YOUR BUSINESS!

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Sunland-Tujunga Meeting Date: ~~11/27/17~~ 1/10/18
 Budget Fiscal Year: 2017-2018 Agenda Item No: 28

Board Motion and/or Public Benefit Statement (CIP and NPG):
 Approve / change of structure for paying minute taker. \$25/hr up to 10 hrs. per meeting.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President						
Charlie A. Bradley	First VP				X		
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer				X		
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2				X		
Kathrine Juarez	Region 2				X		
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Pati Potter	Region 4	✓					
John Candler	VHMA						
Julie Cuddihy	VH HS	✓					
Marlete Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm. Cult Sasoon				X		
Jon von Gunten	Neighb. Watch	✓					
Amelia Anderson	Homeless Grp	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Janelle Hussion	Secretary	✓					
Lydia Grant	Region 4	✓					
Quorum:	Total:	13	0	0	6	0	0

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: Shooshig Susan Avakian
 Print/Type Name: Shooshig Susan Avakian
 Date: 1/10/18

Second Signer's Signature: [Signature]
 Print/Type Name: [Name]
 Date: 1/10/18

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Sunland-Tujunga Meeting Date: Oct 11, 2017

Budget Fiscal Year: 2017-2018 Agenda Item No: 11

Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to hire ~~Apple One~~ ^{city approved vendor} for up to \$150 per meeting to take minutes for our General Board meetings relieving any future secretary or board member of this requirement.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President	✓					
Charlie A. Bradley	First VP	✓					
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer		✓				
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2		✓				
Kathrine Juarez	Region 2		✓				
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Pati Potter	Region 4	✓					
John Candler	VHMA	✓					
Julie Cuddihy	VHHS				X		
Marlene Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm Cul Sasoon				X		
Jon von Gunten	Neigh. Watch	✓					
Amelia Anderson	Homeless Aware	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Quorum:		Total:	13	3	-	3	- -

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: Shooshig Susan Avakian Print/Type Name: Shooshig Susan Avakian Date: 10/11/17
 Second Signer's Signature: Krystee Clark Print/Type Name: Krystee Clark Date: 10/11/17



Insight Investments LLC

611 Anton Blvd., Suite 700
 Costa Mesa, CA 92626
 (714) 939-2300 . Fax (714) 939-2397

Invoice No. : PT00010170
 Customer # : CIT053
 Invoice Date : 3/21/18
 Due Date : 3/21/18

INVOICE TO :
 City of Los Angeles (NEMP)/HGNNC/STNC
 Andrew Choi
 200 N. Spring Street Ste 2005
 Los Angeles, CA 90012
 United States of America

REMIT TO :
 Wells Fargo Bank Northwest, N.A.
 260 N. Charles Lindbergh Dr.
 Attn: Insight 39001 MAC:U1240-026
 Salt Lake City, UT 84116
 United States of America

CUSTOMER REF	SERIAL #	DESCRIPTION	FROM	THROUGH	AMOUNT
Lease # 2014-INSIGHT-NEMP-3 PO #		A5C2011111896-Harbor Gateway North Neighborhood Council; A5C2011111888-Sunland Tujunga Neighborhood Council			
		Billing Jurisdiction	:	Los Angeles County 2017	
		Tax Assessment Year	:	2017	
		Tax Bill #	:	49164008	
				Property Tax	22.47
				Sales Tax	2.13
				Tax Bill# Total Payment	24.60
		Billing Jurisdiction	:	Los Angeles County 2017	
		Tax Assessment Year	:	2017	
		Tax Bill #	:	49164014	
				Property Tax	34.53
				Sales Tax	3.28
				Tax Bill# Total Payment	37.81
				Invoice Subtotal	57.00
				Sales Tax	5.41
				PAY THIS AMOUNT	62.41

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification (BAC) Form



NC Name: SUNLAND-TUJUNGA Meeting Date: 5-9-18
 Budget Fiscal Year: 2017-18 Agenda Item No: 11. 3a)

Board Motion and/or Public Benefit Statement (CIP and NPG): APPROVE OFFICE Insight Copier Rental - \$ 375; Konica for meter charges - \$ 965; Ring Central telephone - \$ 200; The Web Corner website and domain renewal \$ 612; CTC Constant Contact May & June 2018 - \$ 140.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DANA STANGEL	PRESIDENT				X		
CHARLIE BRADLEY	VICE PRESIDENT	X					
JANELLE HUSSION	VICE PRESIDENT	X					
SEVADA HEMELIANS	SECRETARY	X					
CINDY CLEGHORN	TREASURER	X					
PAT KRAMER	REGION 1	X					
ANA ORUDYAN	REGION 1	X					
VACANT	REGION 2						
LINDA ADRAN	REGION 2	X					
RICK RAMIREZ	REGION 3	X					
DAVID BARRON	REGION 3	X					
PATI POTTER	REGION 4	X					
LYDIA GRANT	REGION 4	X					
EDWIN MIRANIAN	STAKEHOLDER GROUP REP - ARMENIAN				X		
AMELIA ANDERSON	STAKEHOLDER GROUP - HOMELESS	X					
MARK SEIGEL	STAKEHOLDER GROUP - HAM RADIO	X					
MARLENE HITT	STAKEHOLDER GROUP - HISTORICAL SO	X					
JON VON GUNTEN	STAKEHOLDER GROUP - NEIGHBORHOOD	X					
AARON PETERSON	STAKEHOLDER GROUP - THE HUB CHURCH				X		
HRANT VARTZBEDIAN	STAKEHOLDER GROUP - BUSINESS	X					
VACANT	STAKEHOLDER GROUP						
Board Quorum:	Total:	16	0	0	3	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Dana Stangel* Authorized Signature: *Cindy Cleghorn*
 Print/Type Name: DANA STANGEL Print/Type Name: Sevada Hemelians Cindy Cleghorn
 Date: 5-9-18 Date: 5-9-18



Insight Investments LLC

611 Anton Blvd., Suite 700
 Costa Mesa, CA 92626
 (714) 939-2300 . Fax (714) 939-2397

Invoice No. : RT00190174
 Customer # : CIT069
 Invoice Date : 3/21/18
 Due Date : 4/30/18

INVOICE TO :
 City of Los Angeles (NC)
 Susan Accounts Payable
 7747 Foothill Blvd
 Tujunga, CA 91042-2137
 United States of America

REMIT TO :
 Wells Fargo Bank Northwest, N.A.
 260 N. Charles Lindbergh Dr.
 Attn: Insight 39001 MAC:U1240-026
 Salt Lake City, UT 84116
 United States of America

CUSTOMER REF	SERIAL #	DESCRIPTION	FROM	THROUGH	AMOUNT
Lease # 2014-INSIGHT-NC-4					
PO #					
Equipment Location : 7747 Foothill Blvd, Tujunga, CA 91042-2137 United States of America					
		Monthly Lease Payment	04/01/18	04/30/18	76.99
		Location Total Tax			7.31
		Location Total Payment			84.30
Invoice Subtotal					76.99
Sales Tax					7.31
PAY THIS AMOUNT					84.30

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification (BAC) Form



NC Name: SUNLAND-TUJUNGA Meeting Date: 5-9-18
 Budget Fiscal Year: 2017-18 Agenda Item No: 11. 3a)

Board Motion and/or Public Benefit Statement (CIP and NPG):
 APPROVE OFFICE Insight Copier Rental - \$ 375; Konica for meter charges - \$ 965; Ring Central telephone - \$ 200; The Web Corner website and domain renewal \$ 612; CTC Constant Contact May & June 2018 - \$ 140.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DANA STANGEL	PRESIDENT				X		
CHARLIE BRADLEY	VICE PRESIDENT	X					
JANELLE HUSSION	VICE PRESIDENT	X					
SEVADA HEMELIANS	SECRETARY	X					
CINDY CLEGHORN	TREASURER	X					
PAT KRAMER	REGION 1	X					
ANA ORUDYAN	REGION 1	X					
VACANT	REGION 2						
LINDA ADRAN	REGION 2	X					
RICK RAMIREZ	REGION 3	X					
DAVID BARRON	REGION 3	X					
PATI POTTER	REGION 4	X					
LYDIA GRANT	REGION 4	X					
EDWIN MIRANIAN	STAKEHOLDER GROUP REP - ARMENIAN				X		
AMELIA ANDERSON	STAKEHOLDER GROUP - HOMELESS	X					
MARK SEIGEL	STAKEHOLDER GROUP - HAM RADIO	X					
MARLENE HITT	STAKEHOLDER GROUP - HISTORICAL SO	X					
JON VON GUNTEN	STAKEHOLDER GROUP - NEIGHBORHOOD	X					
AARON PETERSON	STAKEHOLDER GROUP - THE HUB CHURCH				X		
HRANT VARTZBEDIAN	STAKEHOLDER GROUP - BUSINESS	X					
VACANT	STAKEHOLDER GROUP						
Board Quorum:	Total:	16	0	0	3	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Dana Stangel* Authorized Signature: *Sevada Hemelians Cindy Cleghorn*
 Print/Type Name: DANA STANGEL Print/Type Name: Sevada Hemelians Cindy Cleghorn
 Date: 5-9-18 Date: 5-9-18



Insight Investments LLC

611 Anton Blvd., Suite 700
Costa Mesa, CA 92626
(714) 939-2300 . Fax (714) 939-2397

Invoice No. : RT00155055
Customer # : CIT053
Invoice Date : 7/21/17
Due Date : 8/31/17

INVOICE TO :
City of Los Angeles (NEMP)/HGNNC/STNC
Martha Cabral
200 N. Spring Street Ste 2005
Los Angeles, CA 90012
United States of America

REMIT TO :
Wells Fargo Bank Northwest, N.A.
260 N. Charles Lindbergh Dr.
Attn: Insight 39001 MAC:U1240-026
Salt Lake City, UT 84116
United States of America

CUSTOMER REF	SERIAL #	DESCRIPTION	FROM	THROUGH	AMOUNT
Lease # 2014-INSIGHT-NEMP-3 P.O. #		A5C201111896-Harbor Gateway North Neighborhood Council; A5C201111888-Sunland Tujunga Neighborhood Council			
Equipment Location :	802 W Gardena Blvd, Gardena, CA 90247-4904 United States of America				
	A5C201111896	Konica Minolta Bizhub C284e (1) 2GB/800MHz RAM (1) 250GB HDD Storage 1 (1) 9 in Color Multitouch Dis			76.99
		Monthly Lease Rental	08/01/17	08/31/17	76.99
		Location Total Tax			7.12
		Location Total Payment			84.11
Equipment Location :	7747 Foothill Blvd, Tujunga, CA 91042-2137 United States of America				
	A5C201111888	Konica Minolta Bizhub C284e (1) 2GB/800MHz RAM (1) 250GB HDD Storage 1 (1) 9 in Color Multitouch Dis			76.99
		Monthly Lease Rental	08/01/17	08/31/17	76.99
		Location Total Tax			7.12
		Location Total Payment			84.11
		Subtotal			153.98
		Tax			14.24
		Lease Total			168.22
		Invoice Subtotal			153.98
		Sales Tax			14.24
		PAY THIS AMOUNT			168.22

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: SUNLAND-TUJUNGA Meeting Date: 5-9-18

Budget Fiscal Year: 2017-18 Agenda Item No: 11. 3a)

Board Motion and/or Public Benefit Statement (CIP and NPG): APPROVE OFFICE Insight Copier Rental - \$ 375; Konica for meter charges - \$ 965; Ring Central telephone - \$ 200; The Web Corner website and domain renewal \$ 612; CTC Constant Contact May & June 2018 - \$ 140.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DANA STANGEL	PRESIDENT				X		
CHARLIE BRADLEY	VICE PRESIDENT	X					
JANELLE HUSSION	VICE PRESIDENT	X					
SEVADA HEMELIANS	SECRETARY	X					
CINDY CLEGHORN	TREASURER	X					
PAT KRAMER	REGION 1	X					
ANA ORUDYAN	REGION 1	X					
VACANT	REGION 2						
LINDA ADRAN	REGION 2	X					
RICK RAMIREZ	REGION 3	X					
DAVID BARRON	REGION 3	X					
PATI POTTER	REGION 4	X					
LYDIA GRANT	REGION 4	X					
EDWIN MIRANIAN	STAKEHOLDER GROUP REP - ARMENIAN				X		
AMELIA ANDERSON	STAKEHOLDER GROUP - HOMELESS	X					
MARK SEIGEL	STAKEHOLDER GROUP - HAM RADIO	X					
MARLENE HITT	STAKEHOLDER GROUP - HISTORICAL SO	X					
JON VON GUNTEN	STAKEHOLDER GROUP - NEIGHBORHOOD	X					
AARON PETERSON	STAKEHOLDER GROUP - THE HUB CHURCH				X		
HRANT VARTZBEDIAN	STAKEHOLDER GROUP - BUSINESS	X					
VACANT	STAKEHOLDER GROUP						
Board Quorum:	Total:	16	0	0	3	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: Authorized Signature:
 Print/Type Name: DANA STANGEL Print/Type Name: Sevada Hemelians Cindy Cleghorn
 Date: 5-9-18 Date: 5-9-18

Bridggap

Making it better together!

10008 National Blvd #319
Los Angeles, CA 90034-3809
Phone 213.797.0999

Invoice

DATE: JANUARY 19, 2018

TO:

Shooshig Avakian
STNC
7747 Foothill Blvd
Tujunga, CA 91042
Phone

COMMENTS OR SPECIAL INSTRUCTIONS: MINUTES

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	MEETING DATE	TIME	TERMS
TG	STNC	Pending	01/10/2018	0630	Due on receipt

TIME IN	DESCRIPTION	TIME OUT	TOTAL
1800	Minute Taking Special and Special Second	2115	3.5
	Editing		2.5

SUBTOTAL HOURS	6
RATE PER HOUR	25.74
TOTAL DUE	154.44

Invoice Number 100110

If you have any questions concerning this work order, contact Terrence Gomes, info@BTSASA.com

THANK YOU FOR YOUR BUSINESS!

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Sunland-Tujunga

Meeting Date: Oct 11, 2017

Budget Fiscal Year: 2017-2018

Agenda Item No: 11

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to hire ~~Apple One~~ or similar service for up to \$150 per meeting to take minutes for our General Board meetings relieving any future secretary or board member of this requirement.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President	✓					
Charlie A. Bradley	First VP	✓					
Dana Stangel	Second VP	✓					
Shooshig Avakian	Treasurer		✓				
Pat Kramer	Region 1				X		
Ana Orudyan	Region 1	✓					
Linda Adran	Region 2		✓				
Kathrine Juarez	Region 2		✓				
Ricardo Ramirez	Region 3	✓					
David Barron	Region 3	✓					
Pati Potter	Region 4	✓					
John Candler	VHMA	✓					
Julie Cuddihy	VHHS				X		
Marlene Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm Cul Sasoon				X		
Jon von Gunten	Neigh. Watch	✓					
Amelia Anderson	Homeless Aware	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Quorum:		Total: 13	3	-	3	-	-

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: Shooshig Susan Avakian
 Second Signer's Signature: Krystee Clark
 Print/Type Name: Shooshig Susan Avakian
 Print/Type Name: Krystee Clark
 Date: 10/11/17
 Date: 10/11/17

Invoice

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

Date	Invoice #	Due Date
5/1/2018	16601	5/1/2018

Bill To
STNC.org Susan Avakian 7747 Foothill Blvd., Room 101 Tujunga, CA 91042

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Monthly Maintenance: includes up to 1 hour for; phone support, web development, requests, & website adjustments	150.00	150.00

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

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: SUNLAND-TUJUNGA

Meeting Date: 5-9-18

Budget Fiscal Year: 2017-18

Agenda Item No: 11. 3a)

Board Motion and/or Public Benefit Statement (CIP and NPG):

APPROVE OFFICE Insight Copier Rental - \$ 375; Konica for meter charges - \$ 965; Ring Central telephone - \$ 200; The Web Corner website and domain renewal \$ 612; CTC Constant Contact May & June 2018 - \$ 140.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DANA STANGEL	PRESIDENT				X		
CHARLIE BRADLEY	VICE PRESIDENT	X					
JANELLE HUSSION	VICE PRESIDENT	X					
SEVADA HEMELIANS	SECRETARY	X					
CINDY CLEGHORN	TREASURER	X					
PAT KRAMER	REGION 1	X					
ANA ORUDYAN	REGION 1	X					
VACANT	REGION 2						
LINDA ADRAN	REGION 2	X					
RICK RAMIREZ	REGION 3	X					
DAVID BARRON	REGION 3	X					
PATI POTTER	REGION 4	X					
LYDIA GRANT	REGION 4	X					
EDWIN MIRANIAN	STAKEHOLDER GROUP REP - ARMENIAN				X		
AMELIA ANDERSON	STAKEHOLDER GROUP - HOMELESS	X					
MARK SEIGEL	STAKEHOLDER GROUP - HAM RADIO	X					
MARLENE HITT	STAKEHOLDER GROUP - HISTORICAL SO	X					
JON VON GUNTEN	STAKEHOLDER GROUP - NEIGHBORHOOD	X					
AARON PETERSON	STAKEHOLDER GROUP - THE HUB CHURCH				X		
HRANT VARTZBEDIAN	STAKEHOLDER GROUP - BUSINESS	X					
VACANT	STAKEHOLDER GROUP						
Board Quorum:	Total:	16	0	0	3	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Dana Stangel*
 Print/Type Name: DANA STANGEL

Authorized Signature: *Sevada Hemelians Cindy Cleghorn*
 Print/Type Name: Sevada Hemelians Cindy Cleghorn

Date: 5-9-18

Date: 5-9-18

Invoice

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

Date	Invoice #	Due Date
4/1/2018	16444	4/1/2018

Bill To
STNC.org Susan Avakian 7747 Foothill Blvd., Room 101 Tujunga, CA 91042

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Monthly Maintenance: includes up to 1 hour for; phone support, web development, requests, & website adjustments	150.00	150.00

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

NC Name: SUNLAND-TUJUNGA Meeting Date: 5-9-18

Budget Fiscal Year: 2017-18 Agenda Item No: 11. 3a)

Board Motion and/or Public Benefit Statement (CIP and NPG): APPROVE OFFICE Insight Copier Rental - \$ 375; Konica for meter charges - \$ 965; Ring Central telephone - \$ 200; The Web Corner website and domain renewal \$ 612; CTC Constant Contact May & June 2018 - \$ 140.

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DANA STANGEL	PRESIDENT				X		
CHARLIE BRADLEY	VICE PRESIDENT	X					
JANELLE HUSSION	VICE PRESIDENT	X					
SEVADA HEMELIANS	SECRETARY	X					
CINDY CLEGHORN	TREASURER	X					
PAT KRAMER	REGION 1	X					
ANA ORUDYAN	REGION 1	X					
VACANT	REGION 2						
LINDA ADRAN	REGION 2	X					
RICK RAMIREZ	REGION 3	X					
DAVID BARRON	REGION 3	X					
PATI POTTER	REGION 4	X					
LYDIA GRANT	REGION 4	X					
EDWIN MIRANIAN	STAKEHOLDER GROUP REP - ARMENIAN				X		
AMELIA ANDERSON	STAKEHOLDER GROUP - HOMELESS	X					
MARK SEIGEL	STAKEHOLDER GROUP - HAM RADIO	X					
MARLENE HITT	STAKEHOLDER GROUP - HISTORICAL SO	X					
JON VON GUNTEN	STAKEHOLDER GROUP - NEIGHBORHOOD	X					
AARON PETERSON	STAKEHOLDER GROUP - THE HUB CHURCH				X		
HRANT VARTZBEDIAN	STAKEHOLDER GROUP - BUSINESS	X					
VACANT	STAKEHOLDER GROUP						
Board Quorum:	Total:	16	0	0	3	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Dana Stangel* Authorized Signature: *Cindy Cleghorn*
 Print/Type Name: DANA STANGEL Print/Type Name: Sevada Hemelians Cindy Cleghorn
 Date: 5-9-18 Date: 5-9-18

Sportscraft Trophy & Award

5636 Van Nuys Blvd.
Van Nuys, CA 91401
(818) 994-3543
sportscraft@yahoo.com

Invoice

DATE	INVOICE #
4/11/2018	36092

BILL TO
Dana Stangel Sunland-Tujunga Neighborhood Council Tujunga, California

ORDERED BY

P.O. No.	TERMS	SHIP VIA
	Due on receipt	

QTY	DESCRIPTION	PRICE	AMOUNT
18	Sublimation Badges Sales Tax (LA County)	10.00 9.50%	180.00 17.10
		Total	\$197.10



**SUNLAND-TUJUNGA
NEIGHBORHOOD COUNCIL**

Pati Potter

Region 4 Representative

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: Sunland-Tujunga

Meeting Date: 2/14/18

Budget Fiscal Year: 2017-2018

Agenda Item No: 13

Board Motion and/or Public Benefit Statement (CIP and NPG):

To approve up to \$400 for STNC board name badges, name plates and business cards.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Krystee Clark	President	✓	✓	✓	✓	✓	✓
Charlie A. Bradley	First VP	✓					
Dana Stangel	Second VP				✓		
Shooshig Avakian	Treasurer	✓					
Pat Kramer	Region 1	✓					
Ana Orudyan	Region 1				✓		
Linda Adran	Region 2	✓					
Kathrine Juarez	Region 2				✓		
Ricardo Ramirez	Region 3				✓		
David Barron	Region 3				✓		
Pati Potter	Region 4	✓					
John Candler	VHMA	✓	✓	✓	✓	✓	✓
Julie Cuddihy	VHHS	✓					
Marlene Hitt	Little Landers	✓					
Mark Seigel	Ham Radio	✓					
Edwin Miranian	Arm Cul Sasoon	✓					
Jon von Gunten	Neigh. Watch	✓					
Amelia Anderson	Homeless Aware	✓					
Hrant Vartzbedian	Business Assoc.	✓					
Janelle Hussion	Secretary	✓					
Lydia Grant	Region 4	✓					
Quorum:		Total:	14	0	0	5	0

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature:

Second Signer's Signature: DANA STANGEL

Print/Type Name: Shooshig Susan Avakian

Print/Type Name: ~~Krystee Clark~~ Dana Stangel

Date: 2/14/18

Date: 2/14/18

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: SUNLAND-TUSUNGA

SECTION I - APPLICANT INFORMATION

1a) LITTLE LAUNDERS HISTORICAL Soc. 95.464.2330 CA August 30, 1963
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) P.O. Box 203 TUSUNGA CA 91043
Organization Mailing Address City State Zip Code

1c) 10110 Commerce Ave. TUSUNGA CA 91042
Business Address (if different) City State Zip Code

1d) **PRIMARY CONTACT INFORMATION:**
Herrold EGGER 805-791-4225 EggmanH@gmail.com
Name Phone Email

2) Type of Organization- Please select one:
 Public School (not to include private schools) Attach Signed letter on School Letterhead or 501(c)(3) Non-Profit (other than religious institutions) Attach IRS Determination Letter

3) N/A
Name / Address of Affiliated Organization (if applicable) City State Zip Code

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

SEE ATTACHED

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

SEE ATTACHED

—over—

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	NONE	\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	OUTREACH, PROMOTION AND MATERIALS/SUPPLIES	\$3,500.00	\$
	RELATED TO FREE AND OPEN-TO-THE-PUBLIC	\$	\$
	EDUCATIONAL PROGRAMS	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ _____

10a) Start date: 6/1/18 10b) Date Funds Required: 7/1/18 10c) Expected Completion Date: 12/31/18
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

HERROLD EGGER PRESIDENT Herrold Egger 3-1-18
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

ELEKTRA G.M. LAUGER SECRETARY Elektra M. Lauger 3-1-18
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

Neighborhood Purposes Grant – Little Landers Historical Society

4. Please describe the purpose and intent of the grant.

By approving the Neighborhood Purposes Grant (NPG) in the amount of \$3,500, the grant will assist us by supporting the purpose of the Little Landers Historical Society (LLHS) and our mission to preserve and maintain Bolton Hall Museum (Los Angeles Historic-Cultural Monument #2). Bolton Hall Museum is the primary resource for anyone that wishes to research any historical aspect of the Sunland, Tujunga, Shadow Hills and Lake View Terrace communities. Approval of the grant will support the continued operation of the museum and its mission to collect, preserve and display artifacts, records and landmarks of the area.

5. How will this grant be used to primarily support or serve a public purpose and benefit the public at-large?

This grant will support Bolton Hall Museum by giving us the opportunity to continue showcasing our museum as well as historically important areas in our community. Past exhibits have included a major display of a World War II encampment entitled "Only the Oaks Remain" that brought back to life the Japanese Internment facility located in our area. In addition to permanent displays of local historical artifacts, temporary exhibits are installed two times per year. We provide monthly informative free-of-charge educational programs for the community and volunteer-led museum tours are given to local museum visitors twice per week.

Monthly educational programs on subjects of local historical interest are conducted on the second Saturday of the month. In addition, special events are planned for the balance of the year. They include special open-to-the-public evening hours and two major holiday winter programs. All of these events are free of charge and all are welcome. All activities are conducted by Little Lander's volunteers.

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **FEB 24 1998**

THE LITTLE LANDERS HISTORICAL
SOCIETY
C/O LISA RUNQUIST
10618 WOODBRIDGE STREET
TOLUCA LAKE, CA 91602

Employer Identification Number:
95-4642330
DLN:
17053247126007
Contact Person:
D. A. DOWNING
Contact Telephone Number:
(513) 241-5199
Accounting Period Ending:
December 31
Form 990 Required:
yes
Addendum Applies:
yes

received
1/10/98

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not

Letter 947 (DO/CG)

THE LITTLE LANDERS HISTORICAL

necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual return available for public inspection for three years after the return is due. You are also required to make available a copy of your exemption application, any supporting documents, and this exemption letter. Failure to make these documents available for public inspection may subject you to a penalty of \$20 per day for each day there is a failure to comply (up to a maximum of \$10,000 in the case of an annual return).

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

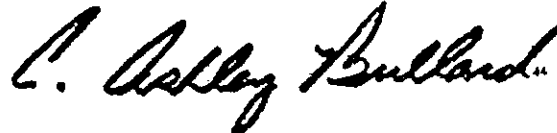
If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

THE LITTLE LANDERS HISTORICAL

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in cursive script that reads "C. Ashley Bullard". The signature is written in black ink and is positioned centrally on the page.

District Director

THE LITTLE LANDERS HISTORICAL

Based on information you supplied, we recognize you as exempt from Federal income tax from the period August 30, 1963, your formation or incorporation date.

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Sunland Tujunga Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a)	Parents, Educators/Teachers & Students in Action <i>Organization Name</i>	46-2694430 <i>Federal I.D. # (EIN#)</i>	California <i>State of Incorporation</i>	12/0/13 <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	18017 Chatsworth Street #337 <i>Organization Mailing Address</i>	Granada Hills <i>City</i>	Ca. <i>State</i>	91344 <i>Zip Code</i>
1c)	<i>Business Address (if different)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1d)	PRIMARY CONTACT INFORMATION:			
	Seymour I. Amster <i>Name</i>	818-943-0613 <i>Phone</i>	SeymourAmster.pesa@gmail.com <i>Email</i>	
2)	Type of Organization- Please select one:			
	<input type="checkbox"/> Public School <i>(not to include private schools)</i> Attach Signed letter on School Letterhead	or	<input checked="" type="checkbox"/> 501(c)(3) Non-Profit <i>(other than religious institutions)</i> Attach IRS Determination Letter	
3)	<i>Name / Address of Affiliated Organization (if applicable)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

The purpose and the intent of this grant is to obtain funding as it relates to this Neighborhood Council so that the Teen Court Program can continue to have a positive impact in the boundaries of this Neighborhood Council. The Teen Court program impacts the community by reducing crime committed by juveniles, as well as addressing the issue of hate crimes and incidents in the City of Los Angeles. PESA is the non-profit that provides support and funding for the Teen Court Program.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

Through school presentations to residents of the Neighborhood Council area minors learn how to be tolerant of each other and why not to commit criminal acts. Also Youthful offenders are residents who live in the area the Neighborhood Council encompasses. For a youthful offender is not tried at a school he attends but is located near his residence. Thus one of the public purposes the grant will be used for is to sustain the Teen Court program at a location convenient for the residents in the neighborhood council area.

This grant would be used to support the entire Teen Court Program including the Outreach Programs described, as it relates to the boundaries to this Neighborhood Council.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	Support of Teen Court Session, materials and Club and Data Collection	\$ 1,500.00	\$ 45,000.00
	Support for Events and Field Trips & Data Collection	\$ 1,500.00	\$ 55,000
	Monitoring Youthful Offenders & Data Collection	\$ 2,000.00	\$ 40,000

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Program Fees not included in above	\$ 0	\$ 17,000
	Bus and other Transportation not included in above	\$ 0	\$ 7,500
	Training materials not included in above	\$ 0	\$ 14,000

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: Most of the other NC as it relates to their boundaries

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 5,000.00

10a) Start date: 6 / 01 / 18 10b) Date Funds Required: 05 / 30 / 18 10c) Expected Completion Date: 10 / 31 / 18
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No ***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*
Seymour I. Amster Executive Director [Signature] 5/09/18
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Francine S. Amster Secretary [Signature] 5/09/18
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



OGDEN UT 84201-0029

In reply refer to: 4077591934
Oct. 28, 2015 LTR 4168C 0
46-2694430 000000 00

00030922
BODC: TE

PARENTS EDUCATORS-TEACHERS &
STUDENTS IN ACTION
18017 CHATSWORTH ST
GRANADA HILLS CA 91344-5608

007650

Employer Identification Number: 46-2694430
Person to Contact: Ms. Wiles
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Oct. 05, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in December 2013.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077591934
Oct. 28, 2015 LTR 4168C 0
46-2694430 000000 00
00030923

PARENTS EDUCATORS-TEACHERS &
STUDENTS IN ACTION
18017 CHATSWORTH ST
GRANADA HILLS CA 91344-5608

If you have any questions, please call us at the telephone number
shown in the heading of this letter.

Sincerely yours,



Jeffrey I. Cooper
Director, ED Rulings & Agreement



CITY OF LOS ANGELES
 Office of Finance
 P.O. Box 53200
 Los Angeles CA 90053-0200

PARENTS EDUCATORS / TEACHERS & STUDENTS IN ACTION

18017 CHATSWORTH STREET SUITE #337
 GRANADA HILLS, CA 91344-5808

18017 CHATSWORTH STREET
 SUITE #337
 GRANADA HILLS, CA 91344-5608

THIS CERTIFICATE MUST BE POSTED AT PLACE OF BUSINESS
CITY OF LOS ANGELES TAX REGISTRATION CERTIFICATE
THIS CERTIFICATE IS GOOD UNTIL SUSPENDED OR CANCELLED

ACCOUNT NO.	FUNDCLASS	DESCRIPTION	STARTED	STATUS
0002893373-0001-4	LD49	Professions/Occupations	02/29/2016	Active

BUSINESS TAX ISSUED: 03/17/2016

PARENTS EDUCATORS / TEACHERS & STUDENTS IN ACTION

18017 CHATSWORTH STREET SUITE #337
 GRANADA HILLS, CA 91344-5808

18017 CHATSWORTH STREET SUITE #337
 GRANADA HILLS, CA 91344-5608

ISSUED FOR TAX COMPLIANCE PURPOSES ONLY
 NOT A LICENSE, PERMIT, OR LAND USE AUTHORIZATION

ISSUED BY:
Clari Burtis
 DIRECTOR OF FINANCE

No registration certificate or permit issued under the provisions of the Business Tax ordinances of the LAMC, or the payment of any tax required under the provisions of the Business Tax ordinances of the LAMC shall be construed as authorizing the conduct or continuance of any illegal business or of a legal business in an illegal manner.

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Parents, Educators/Teachers & Students in Action

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 C Corporation S Corporation Partnership Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
18017 Chatsworth Street, Suite 337

6 City, state, and ZIP code
Granada Hills, Ca. 91344

7 List account number(s) here (optional)

Print or type
 See Specific Instructions on page 2

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
4	6	-	2	6	9	4	4	3	0

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ _____
 Date ▶ **12/26/16**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
 Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/ir9.

Purpose of Form

- An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:
- Form 1099-INT (interest earned or paid)
 - Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)

- Form 1099 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.
- By signing the filled-out form, you:
- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
 - Certify that you are not subject to backup withholding, or
 - Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
 - Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



KONICA MINOLTA

Maintenance

Invoice No: 236275899
 Invoice Date: 09/30/2015

ORIGINAL
 INVOICE

Payment Due Date: 10/30/2015
 Payment Terms: NET 30 DAYS

Bill / Mail To: 1615579
 CITY OF LOS ANGELES
 MAN-QIN HE
 STE 2005
 200 N SPRING ST
 LOS ANGELES CA 90012-3259

Payer: 1511088
 CITY OF LOS ANGELES
 ATT MAN-QIN HE
 NEIGHBORHOODEMP
 555 RAMIREZ ST
 LOS ANGELES CA 90012-2962

Purchase Order Number		Equipment Location		1500235
Customer Contract	Contract Coverage Dates	CITY OF LOS ANGELES RM 101 7747 FOOTHILL BLVD TUJUNGA CA 91042		
59556	05/29/2015-05/28/2020			
Customer Codes				
1. DEPART NEIGHBORHOODEMP 2. DIVISION STNC		3. Line# bw LINE 42 4. LINE# cl LINE 43		
Invoice Description / Comments				
Quarterly invoice for Maintenance agreement covering the billing period of 07/01/2015 - 09/30/2015. Includes labor, parts, drums, staples and supplies. Excludes paper.				
Summary of Invoice Charges				
**BIZHUB C284e COPIER/PRINTER		A5C2011111888		1
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd
6,923 B&W Meter	1,717	5,206	0	0
Agg Cred	Up to Tier	Quantity	Unit Charge	Bill Amount
0	999,999,999	5,206	0.00740	38.52
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd
3,024 Color Meter	130	2,894	0	0
Agg Cred	Up to Tier	Quantity	Unit Charge	Bill Amount
0	999,999,999	2,894	0.04200	121.55
4/26 Not Paid				Invoice Sub Total: 160.07
				Tax Total: 0.00
				Invoice TOTAL: \$ 160.07

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at www.MyKMBS.com using your payer id #1511088
 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 DEPT. LA 22988
 PASADENA CA 91185-2988

Payer ID: 1511088

Invoice Nbr: 236275899

Payment Due Date: 10/30/2015

Pay This Amount: \$ 160.07

For Administrative Use Only

on list

Amount Due = \$704.00 to KONICA for color and black and white meter/click charges dated 12/31/16, 3/31/17, 6/30/17, 9/30/17, 12/31/17 and credit from 3/31/18 invoice because meter reading had not been provided to KONICA 2015-17 because STNC volunteers did not know how to locate the meter on the machine or who to provide it to as the office manager staff for the STNC resigned due to illness and the office was moved twice between Oct. 2015 and November 2017. Amount due KONICA is \$704.00 and individual invoices and credit memos are here as back up.

1	Konica ACCOUNT/PAYER #1632744				5/15/18 payment due									
2														
3	Serial No	inv #	inv date	Bill Pd End Dt	Payer	Sales Model	Ship-to party	Ship to Street	Ship to Loca	Cust Agree	Customer Cc	Customer Cc	LC Amt	
4	A5C2011111888	244024251	2/15/2017	12/31/2016	1632744	C284E	1632399	CITY OF LOS	8250 FOOT	SUNLAND	59556	NEIGHBOR	DEPART	\$ 305.15
5	A5C2011111888	244814018	3/31/2017	3/31/2017	1632744	C284E	1632399	CITY OF LOS	8250 FOOT	SUNLAND	59556	NEIGHBOR	DEPART	\$ 305.15
6	A5C2011111888	246256363	6/30/2017	6/30/2017	1632744	C284E	1500235	CITY OF LOS	7747 FOOT	TUJUNGA	59556	NEIGHBOR	DEPART	\$ 305.15
7	A5C2011111888	247756617	9/30/2017	9/30/2017	1632744	C284E	1500235	CITY OF LOS	7747 FOOT	TUJUNGA	59556	NEIGHBOR	DEPART	\$ 305.15
8	A5C2011111888	249391292	12/31/2017	12/31/2017	1632744	C284E	1500235	CITY OF LOS	7747 FOOT	TUJUNGA	59556	NEIGHBOR	DEPART	\$ 305.15
9	A5C2011111888	25097744	3/31/2018	3/31/2018	1632744	C284E	1500235	CITY OF LOS	7747 FOOT	TUJUNGA	59556	NEIGHBOR	DEPART	-\$ 821.75
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KONICA MINOLTA

Maintenance

Invoice No: 244024251

**ORIGINAL
INVOICE**

Payment Due Date: 03/17/2017
 Payment Terms: NET 30 DAYS

Invoice Date: 02/15/2017

Bill / Mail To: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Payer: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Purchase Order Number		Equipment Location		1632399		
Customer Contract		Contract Coverage Dates		CITY OF LOS ANGELES 8250 FOOTHILL BLVD SUNLAND CA 91040-2879		
59556		10/01/2015-05/28/2020				
Customer Codes						
1. DEPART NEIGHBORHOODEMP			3. Line# bw LINE 42			
2. DIVISION STNC			4. LINE# cl LINE 43			
Invoice Description / Comments						
Rebill of invoice 243368706, credited on invoice 244014459. Quarterly invoice for Maintenance agreement covering the billing period of 10/01/2016 - 12/31/2016. Includes labor, parts, drums, staples and supplies. Excludes paper.						
Summary of Invoice Charges						
				Quantity	Unit Charge	Bill Amount
**BIZHUB C284e COPIER/PRINTER A5C2011111888				1		
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier
22,248	12,511	9,737	0	0	0	999,999,999
B&W Meter				9,737	0.00740	72.05
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier
10,011	4,461	5,550	0	0	0	999,999,999
Color Meter				5,550	0.04200	233.10
					Invoice Sub Total:	305.15
					Tax Total:	0.00
					Invoice TOTAL:	\$ 305.15

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at www.MyKMBS.com using your payer id #1632744
 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 DEPT. LA 22988
 PASADENA CA 91185-2988

Payer ID: 1632744

Invoice Nbr: 244024251

Payment Due Date: 03/17/2017

Pay This Amount: \$ 305.15

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO. : 1-800-695-4195
E-MAIL ADDRESS : custhelp@kmbs.konicaminolta.us
FAX NO. : 1-800-862-2490
or
WRITE US AT : Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM. Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

	<u>Payer</u>	<u>Equipment/Ship To Location</u>	<u>Mail Invoice To</u> (check one)
Account No.	<u>1632744</u>	<u>1632399</u>	Payer <input type="checkbox"/>
Serial No.	<u>A5C2011111888</u>	<u>A5C2011111888</u>	Ship To <input type="checkbox"/>
Company Name	_____	_____	
Company Address	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

TO ORDER SUPPLIES OR PLACE SERVICE CALLS SEE US AT WWW.MYKMBS.COM



PLEASE PAY ON LINE AT www.MyKMBS.com USING YOUR PAYER ID #1632744
OR CALL US DIRECTLY AT THE NUMBER ABOVE



KONICA MINOLTA

Maintenance

Invoice No: 244814018

**ORIGINAL
INVOICE**

Payment Due Date: 04/30/2017
 Payment Terms: NET 30 DAYS

Invoice Date: 03/31/2017

Bill / Mail To: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Payer: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Purchase Order Number		Equipment Location							
		1632399							
Customer Contract	Contract Coverage Dates	CITY OF LOS ANGELES 8250 FOOTHILL BLVD SUNLAND CA 91040-2879							
59556	10/01/2015-05/28/2020								
Customer Codes									
1. DEPART NEIGHBORHOODEMP 2. DIVISION STNC		3. Line# bw LINE 42 4. LINE# cl LINE 43							
Invoice Description / Comments									
Quarterly invoice for Maintenance agreement covering the billing period of 01/01/2017 - 03/31/2017. Includes labor, parts, drums, staples and supplies. Excludes paper.									
Summary of Invoice Charges									
		Quantity	Unit Charge	Bill Amount					
**BIZHUB C284e COPIER/PRINTER		A5C2011111888	1						
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
31,985	22,248	9,737	0	0	0	999,999,999	9,737	0.00740	72.05
B&W Meter									
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
15,561	10,011	5,550	0	0	0	999,999,999	5,550	0.04200	233.10
Color Meter									
								Invoice Sub Total:	305.15
								Tax Total:	0.00
								Invoice TOTAL:	\$ 305.15

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at www.MyKMBS.com using your payer id #1632744
 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 DEPT. LA 22988
 PASADENA CA 91185-2988

Payer ID: 1632744

Invoice Nbr: 244814018

Payment Due Date: 04/30/2017

Pay This Amount: \$ 305.15

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO. : 1-800-695-4195
E-MAIL ADDRESS : custhelp@kmbs.konicaminolta.us
FAX NO. : 1-800-862-2490
or
WRITE US AT : Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM. Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

	<u>Payer</u>	<u>Equipment/Ship To Location</u>	<u>Mail Invoice To</u> (check one)
Account No.	<u>1632744</u>	<u>1632399</u>	Payer <input type="checkbox"/>
Serial No.	<u>A5C2011111888</u>	<u>A5C2011111888</u>	Ship To <input type="checkbox"/>
Company Name	_____	_____	
Company Address	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

TO ORDER SUPPLIES OR PLACE SERVICE CALLS SEE US AT WWW.MYKMBS.COM



PLEASE PAY ON LINE AT www.MyKMBS.com USING YOUR PAYER ID #1632744
OR CALL US DIRECTLY AT THE NUMBER ABOVE



KONICA MINOLTA

Maintenance

Invoice No: 246256363
Invoice Date: 06/30/2017

**ORIGINAL
 INVOICE**

Payment Due Date: 07/30/2017
Payment Terms: NET 30 DAYS

Bill / Mail To: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Payer: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Purchase Order Number		Equipment Location							
		1500235							
Customer Contract	Contract Coverage Dates	CITY OF LOS ANGELES 7747 FOOTHILL BLVD TUJUNGA CA 91042-2137							
59556	10/01/2015-05/28/2020								
Customer Codes									
1. DEPART NEIGHBORHOODEMP 2. DIVISION STNC		3. Line# bw LINE 42 4. LINE# cl LINE 43							
Invoice Description / Comments									
Quarterly invoice for Maintenance agreement covering the billing period of 04/01/2017 - 06/30/2017. Includes labor, parts, drums, staples and supplies. Excludes paper.									
Summary of Invoice Charges									
		Quantity	Unit Charge	Bill Amount					
**BIZHUB C284e COPIER/PRINTER		A5C2011111888	1						
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
41,722	31,985	9,737	0	0	0	999,999,999	9,737	0.00740	72.05
B&W Meter									
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
21,111	15,561	5,550	0	0	0	999,999,999	5,550	0.04200	233.10
Color Meter									
								Invoice Sub Total:	305.15
								Tax Total:	0.00
								Invoice TOTAL:	\$ 305.15

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at www.MyKMBS.com using your payer id #1632744
 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 DEPT. LA 22988
 PASADENA CA 91185-2988

Payer ID: 1632744

Invoice Nbr: 246256363

Payment Due Date: 07/30/2017

Pay This Amount: \$ 305.15

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO. : 1-800-695-4195
E-MAIL ADDRESS : custhelp@kmbs.konicaminolta.us
FAX NO. : 1-800-862-2490
or
WRITE US AT : Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM. Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

	<u>Payer</u>	<u>Equipment/Ship To Location</u>	<u>Mail Invoice To</u> (check one)
Account No.	<u>1632744</u>	<u>1500235</u>	Payer <input type="checkbox"/>
Serial No.	<u>A5C2011111888</u>	<u>A5C2011111888</u>	Ship To <input type="checkbox"/>
Company Name	_____	_____	
Company Address	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

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PLEASE PAY ON LINE AT www.MyKMBS.com USING YOUR PAYER ID #1632744
OR CALL US DIRECTLY AT THE NUMBER ABOVE



KONICA MINOLTA

Maintenance

Invoice No: 247756617

**ORIGINAL
INVOICE**

Payment Due Date: 10/30/2017
 Payment Terms: NET 30 DAYS

Invoice Date: 09/30/2017

Bill / Mail To: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Payer: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Purchase Order Number		Equipment Location							
		1500235							
Customer Contract	Contract Coverage Dates	CITY OF LOS ANGELES 7747 FOOTHILL BLVD TUJUNGA CA 91042-2137							
59556	10/01/2015-05/28/2020								
Customer Codes									
1. DEPART NEIGHBORHOODEMP		3. Line# bw LINE 42							
2. DIVISION STNC		4. LINE# cl LINE 43							
Invoice Description / Comments									
Quarterly invoice for Maintenance agreement covering the billing period of 07/01/2017 - 09/30/2017. Includes labor, parts, drums, staples and supplies. Excludes paper.									
Summary of Invoice Charges						Quantity	Unit Charge	Bill Amount	
**BIZHUB C284e COPIER/PRINTER						A5C2011111888	1		
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
51,459	41,722	9,737	0	0	0	999,999,999	9,737	0.00740	72.05
B&W Meter									
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
26,661	21,111	5,550	0	0	0	999,999,999	5,550	0.04200	233.10
Color Meter									
							Invoice Sub Total:	305.15	
							Tax Total:	0.00	
							Invoice TOTAL:	\$ 305.15	

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at www.MyKMBS.com using your payer id #1632744
 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 DEPT. LA 22988
 PASADENA CA 91185-2988

Payer ID: 1632744

Invoice Nbr: 247756617

Payment Due Date: 10/30/2017

Pay This Amount: \$ 305.15

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO. : 1-800-695-4195
E-MAIL ADDRESS : custhelp@kmbs.konicaminolta.us
FAX NO. : 1-800-862-2490
or
WRITE US AT : Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM. Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

	<u>Payer</u>	<u>Equipment/Ship To Location</u>	<u>Mail Invoice To</u> (check one)
Account No.	<u>1632744</u>	<u>1500235</u>	Payer <input type="checkbox"/>
Serial No.	<u>A5C2011111888</u>	<u>A5C2011111888</u>	Ship To <input type="checkbox"/>
Company Name	_____	_____	
Company Address	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

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PLEASE PAY ON LINE AT www.MyKMBS.com USING YOUR PAYER ID #1632744
OR CALL US DIRECTLY AT THE NUMBER ABOVE



KONICA MINOLTA

Maintenance

Invoice No: 249391292

**ORIGINAL
INVOICE**

Payment Due Date: 01/30/2018
 Payment Terms: NET 30 DAYS

Invoice Date: 12/31/2017

Bill / Mail To: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Payer: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Purchase Order Number		Equipment Location 1500235	
Customer Contract	Contract Coverage Dates	CITY OF LOS ANGELES 7747 FOOTHILL BLVD TUJUNGA CA 91042-2137	
59556	10/01/2015-05/28/2020		
Customer Codes			
1. DEPART NEIGHBORHOODEMP 2. DIVISION STNC		3. Line# bw LINE 42 4. LINE# cl LINE 43	
Invoice Description / Comments			
Quarterly invoice for Maintenance agreement covering the billing period of 10/01/2017 - 12/31/2017. Includes labor, parts, drums, staples and supplies. Excludes paper.			
Summary of Invoice Charges			
		Quantity	Unit Charge Bill Amount
**BIZHUB C284e COPIER/PRINTER		A5C2011111888	1
Current Meter	Previous Meter	Meter Usage	Allowable Svc. Crd Agg Cred Up to Tier
61,196	51,459	9,737	0 0 0 999,999,999
B&W Meter			9,737 0.00740 72.05
Current Meter	Previous Meter	Meter Usage	Allowable Svc. Crd Agg Cred Up to Tier
32,211	26,661	5,550	0 0 0 999,999,999
Color Meter			5,550 0.04200 233.10
			Invoice Sub Total: 305.15
			Tax Total: 0.00
			Invoice TOTAL: \$ 305.15

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at www.MyKMBS.com using your payer id #1632744 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 DEPT. LA 22988
 PASADENA CA 91185-2988

Payer ID: 1632744

Invoice Nbr: 249391292

Payment Due Date: 01/30/2018

Pay This Amount: \$ 305.15

For Administrative Use Only

Original

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO. : 1-800-695-4195
E-MAIL ADDRESS : custhelp@kmbs.konicaminolta.us
FAX NO. : 1-800-862-2490
or
WRITE US AT : Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

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Address Changes

	<u>Payer</u>	<u>Equipment/Ship To Location</u>	<u>Mail Invoice To</u> (check one)
Account No.	<u>1632744</u>	<u>1500235</u>	Payer <input type="checkbox"/>
Serial No.	<u>A5C2011111888</u>	<u>A5C2011111888</u>	Ship To <input type="checkbox"/>
Company Name	_____	_____	
Company Address	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

TO ORDER SUPPLIES OR PLACE SERVICE CALLS SEE US AT WWW.MYKMBS.COM



PLEASE PAY ON LINE AT www.MyKMBS.com USING YOUR PAYER ID #1632744
OR CALL US DIRECTLY AT THE NUMBER ABOVE



KONICA MINOLTA

Maintenance

Invoice No: 250977444

**ORIGINAL
INVOICE**

Payment Due Date: 04/30/2018
 Payment Terms: NET 30 DAYS

Invoice Date: 03/31/2018

Bill / Mail To: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Payer: 1632744
 CITY OF LOS ANGELES
 NINA ROYAL
 SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL
 555 RAMIREZ ST
 LOS ANGELES CA 90012

Purchase Order Number		Equipment Location							
		1500235							
Customer Contract	Contract Coverage Dates	CITY OF LOS ANGELES 7747 FOOTHILL BLVD TUJUNGA CA 91042-2137							
59556	10/01/2015-05/28/2020								
Customer Codes									
1. DEPART NEIGHBORHOODEMP		3. Line# bw LINE 42							
2. DIVISION STNC		4. LINE# cl LINE 43							
Invoice Description / Comments									
Quarterly invoice for Maintenance agreement covering the billing period of 01/01/2018 - 03/31/2018. Includes labor, parts, drums, staples and supplies. Excludes paper.									
Summary of Invoice Charges									
		Quantity	Unit Charge	Bill Amount					
**BIZHUB C284e COPIER/PRINTER		A5C2011111888	1						
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
38,695	61,196	-22,501	0	0	0	999,999,999	-22,501	0.00740	-166.51
B&W Meter									
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
16,610	32,211	-15,601	0	0	0	999,999,999	-15,601	0.04200	-655.24
Color Meter									
								Invoice Sub Total:	-821.75
								Tax Total:	0.00
								Invoice TOTAL:	\$ -821.75

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at www.MyKMBS.com using your payer id #1632744
 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 DEPT. LA 22988
 PASADENA CA 91185-2988

Payer ID: 1632744

Invoice Nbr: 250977444

Payment Due Date: 04/30/2018

Pay This Amount: \$ -821.75

For Administrative Use Only

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: SUNLAND-TUJUNGA

Meeting Date: 5-9-18

Budget Fiscal Year: 2017-18

Agenda Item No: 11. 3a)

Board Motion and/or Public Benefit Statement (CIP and NPG):

APPROVE OFFICE Insight Copier Rental - \$ 375⁰⁰; Konica for meter charges - \$ 965⁰⁰; Ring Central telephone - \$ 200⁰⁰; The Web Corner website and domain renewal \$ 612⁰⁰; CTC Constant Contact May & June 2018 - \$ 140⁰⁰.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DANA STANGEL	PRESIDENT				X		
CHARLIE BRADLEY	VICE PRESIDENT	X					
JANELLE HUSSION	VICE PRESIDENT	X					
SEVADA HEMELIANS	SECRETARY	X					
CINDY CLEGHORN	TREASURER	X					
PAT KRAMER	REGION 1	X					
ANA ORUDYAN	REGION 1	X					
VACANT	REGION 2						
LINDA ADRAN	REGION 2	X					
RICK RAMIREZ	REGION 3	X					
DAVID BARRON	REGION 3	X					
PATI POTTER	REGION 4	X					
LYDIA GRANT	REGION 4	X					
EDWIN MIRANIAN	STAKEHOLDER GROUP REP - ARMENIAN				X		
AMELIA ANDERSON	STAKEHOLDER GROUP - HOMELESS	X					
MARK SEIGEL	STAKEHOLDER GROUP - HAM RADIO	X					
MARLENE HITT	STAKEHOLDER GROUP - HISTORICAL SO	X					
JON VON GUNTEN	STAKEHOLDER GROUP - NEIGHBORHOOD	X					
AARON PETERSON	STAKEHOLDER GROUP - THE HUB CHURCH				X		
HRANT VARTZBEDIAN	STAKEHOLDER GROUP - BUSINESS	X					
VACANT	STAKEHOLDER GROUP						
Board Quorum:	Total:	16	0	0	3	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Dana Stangel*

Authorized Signature: *Sevada Hemelians Cindy Cleghorn*

Print/Type Name: DANA STANGEL

Print/Type Name: Sevada Hemelians Cindy Cleghorn

Date: 5-9-18

Date: 5-9-18



TAMPERPROOF SCREW CO., INC.

30 Laurel Street • Hicksville, NY 11801
Phone: 516.931.1616 • Fax: 516.931.1654
website: www.tamperproof.com

Pro Forma Invoice

Date 5/3/2018
Customer No. 13944
Order # 56616

Bill To Sunland- Tujunga Neighborhood Council 7747 Foothill Blvd, Suite 101 Tujunga, CA 91042	Ship To Esther Vasquez LAPD Foothill SLO 12760 Osborne St Pacoima CA 91331
---	---

Payment Method	Terms	F.O.B.	Buyer	PO #	Sched. Ship Date	
	PREPAID	Shipping Point	Esther Vasquez	WEBSTORE	5/3/2018	
Req. Delivery Date	Shipping Via	Ship Billing	Tracking #	Seller		
5/9/2018	UPS® Ground	Prepay and Add				
Item	Description	Qty Ordered	Qty Bk. Order...	Qty Shipped	Unit Price	Extension
6.M620BS	M6 X 1.0 X 20 BUTTON HD SOCKET SECURITY CAP SCREW, PIN-IN-HEX, 18-8 STAINLESS	300	0	0	0.48	144.00
					Subtotal	144.00
					Shipping Cost (UPS® Ground)	16.67
					Total	\$160.67

ATT: PATTI POTTER

John Hannigan
5/21/18
Tamperproof



Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: SUNLAND-TUJUNGA

SECTION I - APPLICANT INFORMATION

1a) MAKING IT HAPPEN INC 38-3922699 CA 05-15-2014
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) PO Box 4372 SUNLAND CA 91041
 Organization Mailing Address City State Zip Code

1c) _____
 Business Address (if different) City State Zip Code

1d) **PRIMARY CONTACT INFORMATION:**

PATTEE COLVIN 818-433-2148 PATTEE.COLVIN@MAKINGITHAPPEN
 Name Phone Email INC. ORG

2) Type of Organization- Please select one:
 Public School (not to include private schools) Attach Signed letter on School Letterhead or 501(c)(3) Non-Profit (other than religious institutions) Attach IRS Determination Letter

3) _____
 Name / Address of Affiliated Organization (if applicable) City State Zip Code

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.
HOLIDAY CELEBRATION FOR HOMELESS AND UNDER PRIVILEGED KIDS IN SUNLAND TUJUNGA AREA

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.
 (Grants cannot be used as rewards or prizes for individuals)

FOOD, EQUIP RENTAL, DECORATIONS, ADVERTISEMENT, WARM CLOTHING (SHOES & JACKETS) BLANKETS.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: 10/16/15

MAKING IT HAPPEN INC
C/O PATRICIA COLVIN
PO BOX 4372
SUNLAND, CA 91041

Employer Identification Number:
38-3922699
DLN:
17053263307016
Contact Person:
RACHEL M LEIFHEIT ID# 31617
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
May 15, 2016
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is retroactive to your date of revocation.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar

Letter 947

MAKING IT HAPPEN INC

to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

MAKING IT HAPPEN INC

ADDENDUM

If you have been in existence for at least three years and you have not filed a Form 990 return or notice for three consecutive years, you may soon receive a letter (Notice CP120A) that we automatically revoked your exempt status, as required by law, for failure to file a return or notice for three consecutive years. This letter will serve to reinstate your exempt status, so you will not need to re-apply. However, you may need to file the appropriate delinquent Forms 990 for all years you have operated as a tax-exempt organization.

