

Monthly Expenditure Report



Reporting Month: September 2025 Budget Fiscal Year: 2025-2026

NC Name: Sunland-Tujunga Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32100.29	\$1044.75	\$31055.54	\$0.00	\$0.00	\$31055.54

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25000.00	\$916.67	\$20787.87	\$0.00	\$20787.87
Outreach		\$128.08		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3167.38	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY US STORAGE CENTERS	09/02/2025	Recurring Monthly STNC Storage expense	General Operations Expenditure	Office	\$810.50
2	CCI CONSTANT-CONTACT	09/03/2025	Office - recurring charge for email list service. See annual Budget Packet	General Operations Expenditure	Office	\$99.00
3	CARUSOS	09/14/2025	STNC Board Retreat Refreshments Expense	General Operations Expenditure	Outreach	\$128.08
4	TEMU.COM	09/24/2025	Card charged by mistake. Receipt shows original amount.	General Operations Expenditure	Office	\$19.68
5	TEMU.COM	09/25/2025	Repay amount charged in error. Attached is copy of Money Order payable to City of Los Angeles	General Operations Expenditure	Office	\$-12.51
Subtotal:						\$1044.71

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
	Subtotal: Outstanding					\$0.00

Payment details

 All data is safeguarded >

Order total:

\$7.17 1 refund(s)(\$12.51) have been issued >

Item(s) total: \$3.81

Shipping: \$2.99

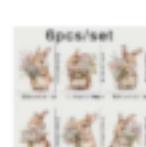
 A shipping fee was charged as the order did not meet the free shipping thresholds of some local sellers.

Sales tax: \$0.37

Order total: \$7.17

#PO-211-19495363576951927

Payment details >

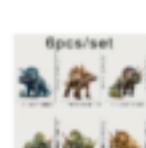
Total: **\$7.17**

1 item

Sold by & ships from OKK FACTORY >

#PO-211-19495405519991927

Payment details >

Total: **\$0.00**

3 items

 1 refund(s)(\$12.51) have been issued >

Payment method



Mastercard ...0448

\$19.68

Paid on Sep 24, 2025

Billing address: Karen STNC Moran +1 (818)470-6629
200 N Spring St, LOS ANGELES, CA 90012-4801, United States

1 refund(s)(\$12.51) have been issued



Security Certification

POSTAL MONEY ORDER

Serial Number

2018 March 01

716020

U.S. Dollars and Cents

38098894318

\$7.17

City of Los Angeles 555 Ramirez St. #300 Los Angeles, CA 90012
Pay to Sonland Tujunga Neighborhood Council
Address: 7600 McDoarty St
Clerk: Police Grant

Address

Memo: \$7.17 for Reimbursement
to Funding account
000000119310



From

Address: 7600 McDoarty St
Tujunga, CA 91042

SEE REVERSE WARNING • NEGOTIABLE ONLY IN THE U.S. AND POSSESSIONS

38098894318

ant/Sonland-Tujunga NC
McDoarty St #2
A 91042



City of Los Angeles Attn: Martel (City Clerk)
555 Ramirez St. space 300
Los Angeles, CA. 90012

US Storage Centers - La Crescenta

4454 Lowell Ave
La Crescenta, CA 91214
818-714-8091
lacrescenta@usstorage.net

PAYMENT RECEIPT

Tenant	Address	City, State, Zip	Date Printed	Payment Date
September 2, 2025 11:26 AM			September 2, 2025	September 2, 2025
Sunland Tujunga Neighborhood Council			Unit	0403X
PO Box 635			Available Credit	0.00
Tujunga, CA 91042			Current Balance	0.00
Date	Unit	Description	Charge	Discount
09/01/25	0403X	Rent 9/1-9/30	798.50	0.00
09/01/25	0403X	Protection Plan 9/1-9/30	12.00	0.00
			Taxes	0.00
			Payment (less tax)	810.50
			Payment Subtotal	810.50
			Credits Applied	0.00
			Refunds Applied	0.00
			Total Applied to Account	810.50
			Current Account Balance	0.00
			Paid By	Master Card *****0448
			Paid Thru Date	September 30, 2025

Memo:

Transaction Type Sale

Authorization 035257
Reference p1_txn_68b736ce7bd71902e528e38

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

x

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

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



www.kureit.org

[Print](#)

Billing Activity - Invoices

Sunland-Tujunga Neighborhood Council

Attn: Karen Moran

200 N. Spring Street, Room 224 in Los Angeles, CA 90012

Los Angeles CA 90012

US

P: 747-207-5798

Today's Date: 10/01/2025

User Name: sunlandtujunganc@gmail.com

Invoices from 09/01/2025 to 10/01/2025

Date	Description	Charge Amount	Credit Amount
09/03/2025	Invoice #1756887296	\$99.00	

Billing questions? [Contact Support](#)

Constant Contact - 890 Winter St - Waltham, MA 02451 US

CB

Constant Contact Billing

Constant Contact Payment Receipt for Karen Moran
To: Karen Moran,
Reply-To: notification@constantcontact.com



Payment Receipt for September 3, 2025

Thank you for your recent payment. Your payment receipt is found below.

Attention: Karen Moran
Sunland-Tujunga Neighborhood Council
200 N. Spring Street, Room 224 in Los Angeles, CA 90012
Los Angeles, CA 90012
US
747-207-5798

User Name: sunlandtujunganc@gmail.com
Today's Date: September 3, 2025

Payment Date: September 3, 2025
Payment Method: MC (last 4 digits: 0448)
Amount: \$99.00

Thank you for your payment!



[Print](#)

Billing Activity - Invoices

Sunland-Tujunga Neighborhood Council
Attn: Karen Moran
200 N. Spring Street, Room 224 in Los Angeles, CA 90012
Los Angeles CA 90012
US
P: 747-207-5798

Today's Date: 09/03/2025
User Name:

Invoices from 09/03/2025 to 09/03/2025

Date	Description	Charge Amount	Credit Amount
09/03/2025	Invoice #1756887296	\$99.00	
Constant Contact - Plus			
1501-2500 Contacts		\$99.00	
Highest contact count: 2397			
From 08/03/2025 to 09/03/2025			

Billing questions? [Contact Support](#)

Constant Contact - 890 Winter St - Waltham, MA 02451 US

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Sunland Tujunga	Meeting Date: 6-12-25						
Budget Fiscal Year: 2025-2026	Agenda Item No: 7C						
Board Motion and/or Public Benefit Statement (CIP and NPG):	Approve --- STNC Budget package for 2025-26						
	Motion: Cleghorn Second: Mardirosi						
Method of Payment: (Select One)	<input type="checkbox"/> Check <input checked="" type="checkbox"/> Credit Card <input type="checkbox"/> 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
Lydia Grant	President	X					
Armen Mardirosi	1st VP	X					
Ross Herman	2nd VP				X		
Carol Hutchinson	Treasurer				X		
Cindy Cleghorn	Correspondence Sec	X					
Karen Moran	Recording Sec	X					
Leny Freeman	Region 1 Rep	X					
KT Travers	Region 1 Rep	X					
Sherry McCoy	Region 2 Rep	X					
VACANT	Region 2 Rep						
Mike Goglio	Region 3 Rep				X		
Peter Derakjian	Region 3 Rep	X					
Jon von Gunten	Region 3 Rep	X					
Belinda Woodruff	Region 4 Rep				X		
Trevor Schmidt	Region 4 Rep				X		
Mark Seigel	Region 4 Rep				X		
VACANT	Education Rep						
Cheryl Schmidt	Public Safety Rep	X					
Nina Royal	Senior Rep	X					
Vartan Keshish	Comm Interest Rep	X					
Board Quorum:	Total:	12				6	

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: <i>Cindy Clehorn</i>	Authorized Signature: <i>Karen Moran</i>
Print/Type Name: <i>CINDY CLEHORN</i>	Print/Type Name: <i>Karen Moran</i>
Date: <i>9-23-25</i>	Date: <i>9-23-25</i>

Caruso's #2
10504 N. Mt. Gleason Ave.
Tujunga, CA 91402
ph 818-273-4987

Thank You for Visiting

TABLE: 1 - 2 Guests

Your Server was Melissa

9/14/2025 2:44:43 PM - ID #: 0366069

ITEM QTY PRICE

--Large Cheese - 1	1	\$16.80
Large Italian Cold Cut	1	\$10.50
- Cheese		\$1.00
--Large Pizza	1	\$20.10
- Pepperoni-7		
--Large Vegetarian-18	1	\$23.00
Medium Soft Drink	(66\$4.25)	\$25.50
TO GO TO GO TO GO	(26\$0.00)	\$0.00
Subtotal		\$98.90
Total Taxes		\$11.38
Automatic Gratuity		\$17.80

Grand Total \$128.08

Credit Purchase

MasterCard

MasterCard

CHIP READ/CONTACTLESS

READ/CONT

0000008001

100

E2E721001000

325721901858
059334

053774

Melissa

Payment Amount: \$126.08
(Includes \$17.80 from 18% Automatic
Gratuity)

Additional Tip:

Total:

128.08

	15%	20%	25%
	\$19.31	\$25.62	\$32.02

I agree to pay the amount shown above.

Please Come Back!

Office of the City Clerk								
Administrative Services Division								
Neighborhood Council (NC) Funding Program								
Board Action Certification (BAC) Form								
NC Name: Sunland Tujunga		Meeting Date: September 10, 2025						
Budget Fiscal Year: 2025-2026		Agenda Item No: 8b						
Board Motion and/or Public Benefit Statement (CIP and NPG):		Approve - Board Retreat expense up to \$600 for refreshments, supplies and printing - Sept. 14, 12pm						
		Motion: Cleghorn			Second: Freeman			
Method of Payment: (Select One)		<input type="checkbox"/> Check		<input type="checkbox"/> Credit Card		<input type="checkbox"/> 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	
Lydia Grant	President	X						
Armen Mardirosi	1st VP	X						
VACANT	2nd VP							
Barry Glover	Treasurer				X			
Cindy Cleghorn	Correspondence Sec	X						
Karen Moran	Recording Sec	X						
Leny Freeman	Region 1 Rep	X						
Brenna Gibson Redpath	Region 1 Rep				X			
Sherry McCoy	Region 2 Rep	X						
VACANT	Region 2 Rep							
Mikal McEnany	Region 3 Rep				X			
Dillon Dorothy	Region 3 Rep				X			
Jon von Gunten	Region 3 Rep	X						
Vicky Cerpa	Region 4 Rep						X	
Dante Jose Calvo	Region 4 Rep	X						
Mark Seigel	Region 4 Rep	X						
VACANT	Region 4 Rep							
Melissa Sagastume	Education Rep	X						
Cheryl Schmidt	Public Safety Rep	X						
Nina Royal	Senior Rep				X			
Vartan Keshish	Community Interest Rep				X			
Total		11			6		1	
Board Quorum:								
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Authorized Signature:		Authorized Signature:						
Print/Type Name:		Print/Type Name:						
Date:		Date:						

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Authorized Signature: Cindy Cleghorn
Print/Type Name: CINDY CLEGHORN
Date: 9-23-25

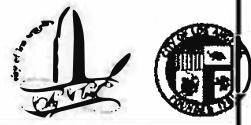
Authorized Signature:	<i>Karen Moran</i>
Print/Type Name:	<i>Karen Moran</i>
Date:	<i>9-23-25</i>

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Sunland Tujunga

Budget Fiscal Year: 2025-2026

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

Approve --- reimbursement to STNC for credit card charged by mistake in an amount not to exceed \$20, actual \$7.17.

Motion: Glover

Second: Sagastume

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
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Melissa Sagastume	2nd VP	X					
Barry Glover	Treasurer	X					
Cindy Cleghorn	Correspondence Sec	X					
Karen Moran	Recording Sec	X					
Leny Freeman	Region 1 Rep	X					
Brenna Gibson Redpath	Region 1 Rep				X		
Sherry McCoy	Region 2 Rep	X					
VACANT	Region 2 Rep						
Mikal McEnany	Region 3 Rep				X		
Dillon Dorothy	Region 3 Rep	X					
Jon von Gunten	Region 3 Rep	X					
Vicky Cerpa	Region 4 Rep					X	
Dante Jose Calvo	Region 4 Rep				X		
Mark Seigel	Region 4 Rep	X					
VACANT	Region 4 Rep						
VACANT	Outreach Chair						
Cheryl Schmidt	Public Safety Rep	X					
Nina Royal	Senior Rep				X		
Vartan Keshish	Community Interest Rep	X					
Board Quorum:	Total:	13			4	1	

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Authorized Signature

Authorized Signature:

Print/Type Name:

Print/Type Name:

Date:

10-18-25

Date:

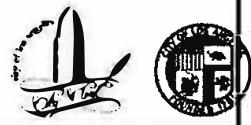
10-18-25

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Sunland Tujunga

Budget Fiscal Year: 2025-2026

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

Approve --- reimbursement to STNC for credit card charged by mistake in an amount not to exceed \$20, actual \$7.17.

Motion: Glover

Second: Sagastume

Method of Payment: (Select One)

 Check Credit Card Board Member Reimbursement

Vote Count

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Karen Moran	Recording Sec	X					
Leny Freeman	Region 1 Rep	X					
Brenna Gibson Redpath	Region 1 Rep				X		
Sherry McCoy	Region 2 Rep	X					
VACANT	Region 2 Rep						
Mikal McEnany	Region 3 Rep				X		
Dillon Dorothy	Region 3 Rep	X					
Jon von Gunten	Region 3 Rep	X					
Vicky Cerpa	Region 4 Rep					X	
Dante Jose Calvo	Region 4 Rep				X		
Mark Seigel	Region 4 Rep	X					
VACANT	Region 4 Rep						
VACANT	Outreach Chair						
Cheryl Schmidt	Public Safety Rep	X					
Nina Royal	Senior Rep				X		
Vartan Keshish	Community Interest Rep	X					
Board Quorum:	Total:	13			4	1	

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Authorized Signature

Authorized Signature:

Print/Type Name:

Print/Type Name:

Date:

10-18-25

Date:

10-18-25