

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:						\$1044.75

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  **UNITED STATES POSTAL SERVICE**

Serial Number **38098894318** 2017 Money Order 710920 U.S. Dollars and Cents **\$7.17**

Pay to **City of Los Angeles 555 Ramirez St #300 Los Angeles, CA 90012 Council Clerk**

Address **Sonland Tujunga Neighborhood**

From **Lynette Grant**

Address **7600 McBroarty St Tujunga, CA 91042**

Memo **\$7.17 for Reimbursement to Council Clerk**

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1:000000 11931: 38098894318

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

nt/Sonland-Tujunga NC
 roarty St #2
 A 91042



City of Los Angeles Attn: Manuel (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	Sunland Tujunga Neighborhood Council	Date Printed	September 2, 2025
Address	PO Box 635	Payment Date	
City, State, Zip	Tujunga, CA 91042	Unit	0403X
		Available Credit	0.00
		Current Balance	0.00

Paid Thru	September 30, 2025
Receipt Number	118160
By	TV

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
09/01/25	0403X	Rent 9/1-9/30	798.50	0.00	0.00	798.50	798.50	Master Card
09/01/25	0403X	Protection Plan 9/1-9/30	12.00	0.00	0.00	12.00	12.00	Master Card
		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 pl_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: sunlandtjunganc@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



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: sunlandtjunganc@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

Meeting Date: 6-12-25

Agenda Item No: 7C

Approve --- STNC Budget package for 2025-26

Second: Mardirousi

☐ Check

X Credit Card

☐ Board Member Reimbursement

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

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.

Karen Moran

Karen Moran

9-23-25

Caruso's
9-14-2025
\$128.08

STNU
RETREAT
TRAINING

TABLE: 1 - 2 Guests
Your Server was Melissa
9/14/2025 2:44:43 PM - ID #: 0366069

ITEM	QTY	PRICE
------	-----	-------

Credit Purchase		\$128.00
CC Type	: MasterCard	
CC Num	: xxxx xxxx xxxx 0576	
Entry Method	: CHIP READ/CONTACTLESS	
AID	: A0000000041010	
TVR	: 0000008001	
IAD	: 0110A0400122000000000000000000000F	
ARC	: 00	
Reference	: 525721901868	
Approval	: 053774	
Server	: Melissa	
Ticket Name	: 1	

Additional Tip: _____
Total: 00 128.08

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 \$600 for refreshments, supplies and printing - Sept. 14, 12pm

Motion: Cleghorn

Second: Freeman

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
Lydia Grant	President	X					
Armen Mardirousi	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:

CINDY CLEGHORN

Print/Type Name:

Karen Moran

Date:

9-23-25

Date:

9-23-25

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Sunland Tujunga

Meeting Date: 10-8-2025

Budget Fiscal Year: 2025-2026

Agenda Item No: 10f

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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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:

CINDY CLEGHORN

Print/Type Name:

Karen Moran

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

Meeting Date: 10-8-2025

Budget Fiscal Year: 2025-2026

Agenda Item No: 10f

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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:

CINDY CLEGHORN

Print/Type Name:

Karen Moran

Date:

10-18-25

Date:

10-18-25