



Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

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

Special Joint Board and Budget & Finance

Wednesday June 26, 2024

6:00 pm on Zoom

Zoom Meeting: To join by telephone: Dial 1 669 444 9171 to join the meeting;

then enter this Webinar ID: 860 8651 9810 and Press: (#)

To join online: <https://us02web.zoom.us/j/86086519810>

1. Call to Order: Carol Hutchinson, Treasurer/Budget & Finance Committee Chair.
2. Roll Call
3. General Announcements-Committee
4. Discussion/Update: Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update
5. Discussion/Action: Motion to approve May 29, 2024 minutes
6. Discussion/Action: Motion to approve June MER
7. Discussion/Action: Motion to approve up to \$150 for STAT committee tree watering event (Outreach)
8. Discussion/Action: Motion to approve up to \$920 for bus bench ads promoting the STARC and the STNC (Outreach)
9. Discussion/Action: Discuss possible amendments to the 24-25 NCFP
10. Public Comments on any non-agenda items
12. Final Committee comments
13. Adjourn

Posted 6/23 remove 6/27

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Cindy Cleghorn, Secretaria, al (818) 951-7411 o por correo electrónico secretary@stnc.org para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SENATE BILL 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL LAND USE COMMITTEE MEETING WILL BE CONDUCTED VIRTUALLY.

Every person wishing to address the Board must dial (669) 444-9171, and enter **86086519810** and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the Raise Hand option, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered.

SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL

BUDGET AND FINANCE COMMITTEE MEETING

MAY 29, 2024

1. Call to Order: Carol Hutchinson, Treasurer/Budget & Finance Committee Chair @ 6 pm
2. Roll Call Present: Carol Hutchinson, Pati Potter, Nina Royal, Lydia Grant. Absent: Sandy Capps
3. General Announcements: Cindy Cleghorn, Carol Hutchinson
4. Discussion/Update: Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update
5. Discussion/Action: Motion to approve April 24, 2024 minutes
Motion: Lydia 2nd Pati
Board comments: Pati, Carol
Public comments: None
Vote: YES: Carol, Pati, Lydia, Nina. Absent: Sandy
6. Discussion/Action: Motion to approve May MER
Motion: Lydia 2nd Pati
Board comments: None
Public comments: None
Vote: YES: Carol, Nina, Pati, Lydia. Absent: Sandy
7. Discussion/Action: Motion to approve up to \$50 for facility use fee for the STNC LUC to meet at Elks Club in Tujunga- Item removed. Funds already allocated in NCFP
8. Public Comments on any non-agenda items: None
9. Final Committee comments: Lydia, Carol,
10. Adjourn @ 6:25 pm

Final Details for Order #113-6951034-2473860

[Print this page for your records.](#)

Order Placed: June 16, 2024
Amazon.com order number: 113-6951034-2473860
Order Total: \$28.05

Shipped on June 17, 2024

Items Ordered

1 of: *Toy Story (Two-Disc Special Edition Blu-ray/DVD Combo in Blu-ray Packaging)*, Tim Allen
Sold by: NILE BOOK STORE NBS (seller profile)
Supplied by: Other

Condition: New

Price
\$15.63

Shipping Address:

Carol Hutchinson C & M Printing
10034 COMMERCE AVE
TUJUNGA, CA 91042-2304
United States

Shipping Speed:

One-Day Shipping

Payment information

Payment Method:

Mastercard ending in 3547

Billing address

Carol Hutchinson
200 N SPRING ST
LOS ANGELES, CA 90012-4801
United States

Credit Card transactions

Item(s) Subtotal: \$15.63
Shipping & Handling: \$9.99

Total before tax: \$25.62
Estimated tax to be collected: \$2.43

Grand Total: \$28.05

MasterCard ending in 3547: June 17, 2024: \$28.05

To view the status of your order, return to Order Summary.

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English

United States

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Final Details for Order #113-9815438-8416205

[Print this page for your records.](#)

Order Placed: June 11, 2024

Amazon.com order number: 113-9815438-8416205

Order Total: \$134.94

Shipped on June 12, 2024

Items Ordered

Price

3 of: *West End Foods Bundle of Milk Chocolate M&Ms Fun Size (5 lbs) Classic Candy*

\$34.99

Sold by: SupplyTiger (seller profile)

Supplied by: Other

Condition: New

Shipping Address:

Carol Hutchinson C &M Printing
10034 COMMERCE AVE
TUJUNGA, CA 91042-2304
United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

Mastercard ending in 3547

Item(s) Subtotal: \$104.97

Shipping & Handling: \$29.97

Total before tax: \$134.94

Estimated tax to be collected: \$0.00

Grand Total: \$134.94

Billing address

Carol Hutchinson
200 N SPRING ST
LOS ANGELES, CA 90012-4801
United States

Credit Card transactions

MasterCard ending in 3547: June 12, 2024: \$134.94

To view the status of your order, return to Order Summary.

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United States

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INVOICE

Sunland Printing & Copy Center
7566 Foothill Blvd, Tujunga, CA 91042,
UNITED STATES
mail@sunlandprinting.com

Invoice No#: 2010
Invoice Date: Jun 7, 2024
Due Date: Jun 7, 2024

\$134.14
AMOUNT DUE

BILL TO

Sunland Tujunga Neighborhood Council
carolh.stnc@gmail.com

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE AMOUNT(\$)	
1	Black and White Flyer 200 x \$0.10 9.5% 9.5% (\$1.90) Toy Story Movie Night	200	\$0.10	\$20.00
2	Color Window Posters 12X18 10 x \$2.75 9.5% 9.5% (\$2.61) Toy Story Movie Night	10	\$2.75	\$27.50
3	24X36 full color Paper Posters 6 x \$12.50 9.5% 9.5% (\$7.13)	6	\$12.50	\$75.00
			Subtotal	\$122.50
			Tax 9.5% (9.5%)	\$11.64
			TOTAL	\$134.14 USD

SUNLAND PRINTING AND COPY CENT
7566 FOOTHILL BLVD
#UJUNGA, CA 91092
818 353-1588

Merchant ID: 010101947
Term ID: 0221

Sale

Application Label: MASTERCARD

MASTERCARD

XXXXXXXXXXXX3547

AID: A0000000041010

Entry Method: Chip Read

Apprvd: OnLine

Batch#: 000007

06/10/24

11:04:08

Inv#: 00000001

Appr Code: 055442

Amount: \$ 122.50

Tax: \$ 11.64

Total: USD\$ 134.14

Mode: Issuer

IVR: 0000008000

IAD: 0110607001220000A0E8000000

0000000FF

TSI: E800

ARC: 00

I agree to pay above total amount
according to card issuer agreement
(Merchant agreement if credit voucher)

X _____
HUTCHINSON-CAROL

Customer Copy

THANK YOU

SUNLAND PRINTING AND COPY CENT
7566 FOOTHILL BLVD
TUJUNGA, CA 91042
818-353-1588

Merchant ID: 010101947
Term ID: 0221

Sale

Application Label: MASTERCARD
MASTERCARD

XXXXXXXXXXXX3547

ATD: A0000000041010

Entry Method: Chip Read

Apprvd: OnLine

06/07/24

Batch#: 000006
10:00:56

Inv#: 00000002

Appr Code: 089756

Amount: \$

87.63

Tax: \$

8.32

Total: USD\$

95.95

Mode: Issuer
IVR: 0000000000
IAD: 0119607001220000F04A0000000
0000000FE
ISI: E800
ARC: 00

I agree to pay above total amount
according to card issuer agreement
(Merchant agreement if credit voucher)

HUTCHINSON-CAROL

Customer Copy

THANK YOU

INVOICE



Sunland Printing & Copy Center
7566 Foothill Blvd, Tujunga, CA 91042,
UNITED STATES
mail@sunlandprinting.com

Invoice No#: 1927
Invoice Date: Sep 1, 2023
Due Date: Sep 1, 2023

\$95.95
AMOUNT DUE

BILL TO

Carol.stnc@gmail.com

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	amended budget meeting agenda 12 x \$0.15 9.5% 9.5% (\$0.17) 1 pg 2 sides	12	\$0.15	\$1.80
2	budget package 6 x \$1.18 9.5% 9.5% (\$0.67) 12 pg 2 sides	6	\$1.18	\$7.08
3	board meeting agenda 35 x \$2.25 9.5% 9.5% (\$7.48) 15 pg 2 sides	35	\$2.25	\$78.75
			Subtotal	\$87.63
			Tax 9.5% (9.5%)	\$8.32
			TOTAL	\$95.95 USD



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

ORIGINAL

Invoice Information

Invoice Number 2783865689
Invoice Date 06-JUN-2024
Payment Terms Credit Card
Purchase Order AD00504790021CUS
Order Number 7062950817
Customer Number 1238269485
Currency USD

Bill To

Carol Hutchinson
Sunland Tujunga Neighborhood Council
CA 91040

INVOICE

Item Details

Service Term: 06-JUN-2024 to 05-JUL-2024

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

Invoice Total

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

Comments:

Billing Contact

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

Thank you for your business!

[Cancel](#)[Show](#)[Email](#) ▾[Print](#) ▾Your next monthly invoice date is: **July 3, 2024**[All activity](#)[Payments](#)[Invoices](#)

Date	Description	Charge Amount
06/03/2024	Invoice #1717404064 Constant Contact - Email Plus 1501-2500 Contacts Highest contact count: 2418 From 05/03/2024 to 06/03/2024 Your Contact Tier is based on the highest number of active contacts you've had in your account since January 28, 2024. Learn more.	\$81.00
	Total	\$81.00
05/03/2024	Invoice #1714725534	\$81.00

[Have a product idea or request? Submit it here!](#)

Payment Receipt for June 3, 2024

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

Attention: Carol Hutchinson
Sunland-Tujunga Neighborhood Council
200 N. Spring Street, Room 224 in Los Angeles, CA 90012
Los Angeles, CA 90012
US
818-352-0661

User Name: sunlandtjunganc@gmail.com

Today's Date: June 3, 2024

Payment Date: June 3, 2024

Payment Method: MC (last 4 digits: 3547)

Amount: \$81.00

Thank you for your payment!

Amounts shown may reflect sales tax which is applicable in certain areas.

You can view payment receipts at any time in the Billing tab of your account.

Important Notice: To help maintain Constant Contact's strong sending reputation, we have implemented a monthly email send allowance and overage fee if the allowance is exceeded. This charge will be reflected on your next invoice, if you exceed the allowance. While most of our customers won't be impacted, [click here](#) to learn more.

We appreciate your business.

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 Sunland Tujunga Neighborhood Council	Date Printed	June 1, 2024	Payment Date	June 1,
2024 9:19 AM		Unit	0403X		
Address	PO Box 635	Available Credit	0.00		
City, State, Zip	Tujunga, CA 91042	Current Balance	0.00		

Paid Thru	June 30, 2024
Receipt Number	110761
By	KB

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
06/01/24	0403X	Rent 6/1-6/30	666.50	0.00	0.00	666.50	666.50	Master Card
06/01/24	0403X	Protection Plan 6/1-6/30	12.00	0.00	0.00	12.00	12.00	Master Card
		Taxes					0.00	
		Payment (less tax)					678.50	
		Payment Subtotal					678.50	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					678.50	
		Current Account Balance					0.00	
		Paid By					Master Card *****3547	
		Paid Thru Date					June 30, 2024	

Memo:

Transaction Type Sale

Authorization 036615
Reference pl_txn_665b4a16d33085fcf2ba98f

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

The Web Corner, Inc.

Invoice

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

PAID
06/01/2024

Date	Invoice #	Terms
6/1/2024	27097	

Bill To
Sunland Tujunga NC PO Box 635 Tujunga, CA 91043

Ship To

QTY	Description	Price Each	Amount
1	June.2024 Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments	150.00	150.00
0	June.2024 Monthly Hosting for stnc.org	15.00	0.00
0	June.2024 Email Standard Mailboxes: 1 Account secretary@stnc.org (included in maintenance)	3.50	0.00

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



SUNLAND-TUJUNGA
NEIGHBORHOOD COUNCIL
www.stnc.org

P.O. Box 635, Tujunga, CA 91043

April 25, 2024

ATTN: STNC Outreach/Budget Committees
STNC Board Members
RE: STARC Committee Bus Bench Ad Proposal

Hello esteemed board members,

The following are anticipated costs and requested locations for 2 bus bench ad designs and 6 total locations for the purpose of outreach and promotion of STNC and STARC committee. Our timeframe is not critical. We would like this to occur as reasonably soon as possible for the benefit of all while the program is still available to us. We understand this needs to run through several departments. We would like to push this through as soon as possible.

Public Service Announcements: www.streetsla.lacity.org

Cost estimates as per Judy Lambert of Insite Street Media

Designs: 2 X \$100	\$200
Posters: 6 X \$120	\$720

Total Cost Estimate \$920

All Locations on Foothill Blvd.

First Choice:

- 8363 (at Oro Vista 91040)
- 8402 (at Shell gas station)
- 7744 (at Wyngate St. 91042)
- 7747 (Municipal bldg.)
- 6298 (at Del Taco)
- 6300 (at DIY)

Alternatives:

- 6360 (at Foothill Food Market)
- 6530 (at Marnice Ave.)
- 6539 (at Super 99 cent Center)
- 7789 (Vons)
- 7802 (Meat Guys Inc.)

SUNLAND Blvd.

- 10567 (Yum Yum Donuts)
- 10574

Very truly yours,
Joe DeCenzo
STARC Committee Chair
joedecenzo@gmail.com

Neighborhood Purposes Grants (NPG) Expenditures Category	
Total NPG Expenditures	

Community Improvement Projects (CIP) Expenditures Category	
Total CIP Expenditures	

TOTAL ANNUAL BUDGET ALLOCATIONS	
Office/Operational Expenditures	
Outreach Expenditures	
Election Expenditures	
General and Operational Expenditures	
Neighborhood Purposes Grants (NPG) Expenditures	
Community Improvement Projects (CIP) Expenditures	
TOTAL EXPENDITURES FOR THE FISCAL YEAR	