



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 Committee Meeting

Wednesday, June 30, 2021

6:00 pm

Zoom Meeting Online <https://zoom.us/j/95821686937> **or By Telephone**

Dial 1-669-900-6833 to Join the Meeting

Then Enter This Webinar ID: 958 2168 6937 and Press #

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING (STNC) WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Board / Committee must dial **1 (669)-900-6833** and enter **958 2168 6937** and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. **On phone:** Every person wishing to address the Board / Committee must dial *9, when prompted by the presiding officer, to address the Board / Committee on any agenda item BEFORE the Board / Committee takes action on the item. **On webinar:** Every person wishing to address the Board / Committee must "raise their hand" when prompted by the presiding officer, to address the Board / Committee on any agenda item BEFORE the Board / Committee takes action on the item.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested dial *9, when prompted by the presiding officer, to address the Board/Committee on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's/Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board/Committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board/Committee meeting. Public comment is limited **TWO** (1) minutes per speaker, unless adjusted by the presiding officer of the Board/Committee.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

THE AMERICAN WITH DISABILITIES ACT As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

1. Call to Order: Ed Babakhanian, Treasurer/Budget & Finance Committee Chair
2. General Announcements
3. Public Comments on any non-agenda items.
4. **Discussion/Action:** Approve the May 2021 Budget and Finance Committee Meeting Minutes.
5. **Discussion/Action:** Approve May 2021 Monthly Expenditure Report and Balances. (MER)
6. **Discussion/Action:** Approve June 2021 Monthly Expenditure Report and Balances. (MER)
7. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update.
8. **Discussion/Action:** STNC approve 4 (four) invoices totaling **\$310.68** to Insight Investments for the copier lease agreement from 7-01-2019 to 10-31-2019. (Office)
9. **Discussion/Action:** STNC request for **up to \$3500** for the Pinewood Mural Event. (Previously approved and carried over from 2021 fiscal year) (CIP)



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10. **Discussion/Action:** STNC request for **up to \$6000** for the Installation of the STNC Neighborhood Council City Light Pole Banner Project. (Previously approved and carried over from 2021 fiscal year) (CIP or Outreach)
11. **Discussion/Action:** Outreach committee request not to exceed **\$2500** for purchase of outreach items with the STNC logo on them. (Price is approximate per item)
 - Bic sticky note (\$0.22), translucent power clip (\$0.79), wallet business card sticky pad (\$1.09), dog bone and doghouse tags (\$0.11) and tape measure key light (\$0.87), tote bags (\$2.00), 2,500 door hangers, various qty flyers, 100 buttons, LA City 311 promo 3x5 or 4x6 lawn signs/banners/flyers. (Vendors: 4imprint.com, 4AllPromos.com, Pettags.com, Community Directory, Sunland Printing, GotPrint, Vista Printing, Amazon or similar) (Outreach)
12. **Discussion/Action:** Outreach Committee request for STNC shirts for new board members, STNC name badges, STNC business cards for STNC outreach at community events not to exceed **\$1500**. (Vendors: Sunland Printing, GotPrint, Vista Print, R&R T-shirt Printing & Embroidery) (Outreach)
13. **Discussion/Action:** Outreach Committee request to reprint 1000 STNC outreach frequently requested information services 4 x 6 Magnets from vendor Sunland Printing up to **\$600**. (Outreach)
14. **Discussion/Action:** Approve STNC National Night Out Event Form for August 3, 2021, and event budget request in the amount of up to **\$2000**. (Outreach)
15. **Discussion/Action:** Approve DocuSign account for signing STNC letters, BACs, other forms @ up to \$20 per month. (Office)
16. **Discussion/Update/Action:** Discussion on the current STNC inventory list/items in storage units 358/363 and the possibility of recommending condensing into 1 unit and/or moving certain inventory back to NVCH.
17. **Adjourn** by 7:00 PM

Posted 6/27/2021 Remove after 7/01/2021.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte sunland-tujunganc@gmail.com para avisar al Concejo Vecinal.

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: www.stnc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Lydia Grant, President, at email: sunlandtjunganc@gmail.com

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

* **NORTH VALLEY NEIGHBORHOOD CITY HALL**, 7747 Foothill Blvd, Tujunga, CA 91042 - Front Window

* www.stnc.org

* You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the STNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available on our website www.stnc.org this [link](#)