



Sunland Tujunga Neighborhood Council

8250 Foothill Blvd., Suite A, Sunland, CA 91042 - (818) 951-7411 FAX (818) 951-7412

E-mail: secretary@stnc.org

Special General Meeting Agenda

Wednesday, September 13, 2017 - 6:31 PM

North Valley City Hall

7747 Foothill Blvd, Tujunga, CA 91042

1. Call to Order and Pledge of Allegiance (2) **Krystee Clark, President Announcements (7)**
 - Announcement of open Neighborhood Council seats Secretary and Region 4 Representative
 - Recap of recent and upcoming events including the Congress of Neighborhoods, Verdugo Hills Cemetery Tour on October 14, 2017, STNC Local Outstanding Community Leader Recognition event on September 21, 2017
 - Housekeeping, Speaker Cards, and Timekeeper
2. Event Announcements - 1 minute per speaker (10)
3. Public Comment on Non-Agenda Items within the Board's subject matter jurisdiction (10)
4. **Public Official and Community Representative Announcements (20)**
 - Questions/Comments from the Public (10)
5. **PRESENTATION: Sarah Bell, liaison to the Los Angeles Sanitation Department handling issues ranging from illegal dumping to homeless encampments. (20)**
 - Question/Comments from the public (10)
6. **PRESENTATION: Cindy Sower from Sun Valley Area Neighborhood Council speaks on ways to help strengthen laws in regards to illegal fireworks. Support letter discussed. (10)**
 - Question/Comments from the public (5)
7. **DISCUSSION/INFORMATION: Board seat vacancies for Region 4 Representative and Secretary.** Any stakeholders or board members interested in filling the vacant positions must submit a statement announcing their desire to fill the vacancy and their qualifications to do so to secretary@stnc.org and president@stnc.org at least 24 hours prior to the next general meeting on October 11, 2017. There will be a reading of the Bylaws and Standing rules pertaining to filling positions. Current Bylaws and Standing Laws are available at our website <http://www.stnc.org>
 - **Region 4 Representative** – shall be considered from stakeholders who live (either homeowner, renter, or other fixed living arrangement), work or own property South of Foothill Blvd.
 - **Secretary** – shall be considered from stakeholders who live (either homeowner, renter, or other fixed living arrangement), work or own property in Sunland-Tujunga and will fulfill correspondence duties at the direction of the President, including, but not limited to, correspondence with other Los Angeles Neighborhood Councils and the various Los Angeles City government agencies. He/She will be responsible for maintaining the contact lists of STNC Board and committee members and community stakeholders, and shall coordinate with the staff Logistics Manager to ensure the timely posting of notices of Board meetings, committee meetings, elections, and other items of interest to the STNC community. He/She shall take minutes at the Agenda and Board meetings in the absence of the appointed Recorder. (7)
8. **DISCUSSION/ACTION: Motion to approve comment letter to DOT and other officials regarding adjustment of the bike lanes and removal of the ballards bringing back two lanes of traffic to Foothill Blvd in order to increase efficiency for our emergency escape routes and general traffic flow and safety.**
9. **DISCUSSION/ACTION: Approve minutes of the August 9th 2017 Special Meeting**
10. **DISCUSSION/ACTION: Review and approve May 2017, June 2017, July 2017 and August 2017 Monthly Expenditure Reports. Discuss new finance system and breakdown of expenses (MER)**
11. **DISCUSSION/ACTION: Approve new Budget with current balance and expected balance.**
12. **DISCUSSION/ACTION: Motions for payment of ongoing expenses including Monthly Expenditures including the website, constant contact, the copier, general office supplies, refreshments for meetings, general Outreach supplies and swag costs to comply with new funding system. Totals shall be voted on in a rounded up manner.**
13. **Board and Committee Reports including Discussion/Possible Action**
 - a. Outreach
 - **DISCUSSION/ACTION: STNC involvement in Armenian Cultural Festival. Motion to approve \$1,200 for festival sponsorship for event occurring on October 15th 2017.**



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- **DISCUSSION:** Update on event on September 21, 2017 to acknowledge exceptional locals and committee members on their extraordinary work for our community.
 - b. Land Use Committee
 - **DISCUSSION/ACTION:** Motion to approve comment letter to the City Planning Commission regarding the cannabis Land Use Regulations ordinance.
 - c. Arts, Recreation and Culture
 - **DISCUSSION/ACTION:** Motion to approve \$500 for food and beverages for those attending the free “Hanukkah In The Foothills” event sponsored by the STARC Committee to be held at the McGroarty Arts Center in December
 - d. Report from Budget Advocates**
 - e. Budget
 - **DISCUSSION:** New funding system basic guidelines
 - f. Bylaws Committee – Bylaws will be broken down into easily absorbed small sections to vote on when our necessary 15 members are present.
 - g. Women Empowering Sunland-Tujunga (WEST) Committee
 - h. Region & Group Representatives
 - i. Animal Issues
 - j. Beautification
 - k. Youth Advisory Council
 - l. Safety Committee
14. Closing Comments by President, Acknowledgements, and Adjournment. (1)

Adjourn by 9:00 p.m.

Posted 9/11/17; Remove after 9/14/17

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” 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. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board 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 meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - STNC agendas are posted for public review as follows:

- At Sunland Tujunga Neighborhood Council Office, 7747 Foothill Blvd #101, Tujunga, CA. 91042
- At 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>

THE AMERICANS 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, assistive listening devices and 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 you wish to attend by contacting Krystee Clark, Board President, at (818) 566-0013 or email via president@stnc.org.

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: encinonc.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 Krystee Clark, Board President, at (818) 566-0013 or email via president@stnc.org.

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 STNC Bylaws. The Bylaws are available on the STNC.org website or at EmpowerLA.org.

SERVICIOS DE TRADUCCION – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte, Presidente de la Krystee Clark, al (818) 566-0013 o por correo electrónico stnc.org para avisar al Concejo Vecinal."



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ITEM #7

Krystee and STNC Board members,

Due to some recent events and some family obligations, I must regretfully resign my position from the STNC Board. Please accept this letter of resignation and consider it effective as of September 1, 2017.

Thank you for the help and support you've provided to me to help me succeed on the board, and thank you for the work you have done and will continue to do to improve the community and the quality of life for all our neighbors and stakeholders. I truly appreciate serving with all of you and will treasure the new friends I have made through our shared involvement in STNC and the community.

Thank you,

Aris Hovasapian

(Secretary)

I have accepted a position working for our new councilwoman Monica Rodriguez as Area Director in the Sunland-Tujunga Field Office. For this reason, I won't be able to continue either my STNC position or my BONC commission position and so I have notified Grayce and Claudia Luna. I wanted to notify the STNC as well so you can begin the process of replacing the Region 4 Rep. I enjoyed very much this opportunity to volunteer for the city and look forward to continuing to work with you all in a new capacity. I wish the STNC all the best and hope to work closely with all of you!

Eve Sinclair

(Region 4 Representative)



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ITEM # 8

On behalf of the stakeholders in Region 1, the community of Sunland-Tujunga and in reaction to over 1000 petition signers throughout our local Foothill communities, the Sunland-Tujunga Neighborhood Council requests that the Department of Transportation and all agencies related to traffic control in the City of Los Angeles, be notified to immediately remove the bollards and barriers starting at Foothill Boulevard by Sunland Park going west to Wentworth Street, with complete restoration of two lanes of traffic in either direction.

These recommendations come after experiencing the recent La Tuna Canyon firestorm which closed down the 210 Foothill Freeway at Sunland Boulevard for days and forced tens of thousands of motorists onto a single lane in either direction East & West on Foothill Boulevard while thousands of residents were fleeing their homes due to mandatory evacuations.

Based on the extreme difficulties caused by the reduction of lanes on our only main thoroughfare from the installation of seldom-utilized bike lanes; and taking into account the hours of delays and gridlock traffic caused by the lane reductions during this emergency disaster; and based on how these very concerns were expressed to our City officials and Department of Transportation reps when the lane reductions took place earlier this year – specifically, our concerns about how the single lanes would cause gridlock to motorists and impact our emergency services in a disaster; and based on the occurrences of at least three traffic accidents in this same area of Foothill Boulevard during the fire as motorists were trying to get out quickly we are requesting immediate action.

ITEM #9

STNC Board Meeting Minutes August 9, 2017

Call to Order 6:40 pm

Item 2: Event Announcements

Dawn Jenkins – McGroary Arts Center – Burger Beer and Band Night, 8/26 6-10 pm

ST Open Studios, October 21-22, accepting 10 artists to exhibit at McGroarty

Dana Stangel – Animal Issues Committee Tuesday at 7:30, topic is coyotes in your backyard

Series of wildlife workshops Teranga Ranch is offering in the community, three Thursdays in August at Sunland Foursquare Church

Regina Clark – Bolton Hall – September 9 at 1 pm, Lt Colonel Robert Friend (Tuskegee Airman) to talk about his career – 97 years old, submit questions via email

Pacoima Beautiful – Gardening workshops monthly, fourth Saturday of the month at Lopez Canyon Park



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Marlene Hitt – Exhibit at Bolton Hall, in-depth study, Tuna Canyon Detention Center, exhibit currently on display through Sunday

Patty Colvin – Making it Happen – Dental and Optical Clinic on 9/9/17 at Chapel of the Hills

Amelia Anderson – Dental and Optical Clinic on 9/9/17 at Chapel of the Hills

Cindy Cleghorn – 9/9/17 Congress of Neighborhoods at City Hall for all NCs citywide

Nina Royal – November disaster response training drill

Mark Siegel – class to teach HAM Radio starting 9/7/17, eight week course every Thursday night including FCC test at end of course

Item 3 Public Comments

Nina Royal – Thanked community for participation in National Night Out, recognized band that played at event, thanked Herrold Egger and Little Landers Historical Society

Lisa Kincaid – has concerns with homeless population in area and drugs; had an incident two nights ago near her home; takes her child to Sunland Park Skate Park, homeless person tried to grab her son at park, neighbor was stabbed at park; concern is safety of community, can't go out at night or walk dog

Item 4 Comments from Public Officials

Officer Contreras – crime trends are flat in Sunland-Tujunga, addressed homelessness issues brought up during public comment; is having meetings with retail locations that may attract homeless customers; new council office has hired rapid response team

Question: why can't we have a law that says they have to do drug courses/classes? Answer: There was a law but more lenient sentencing laws don't encourage people to attend treatment

Question: How do we reach rapid response team? Answer: team is run through CD7 office; better to start with 311

Comment about HOPE teams available through LAPD

Question: what about mentally ill or threatening people encountered on street? Answer: Mentally ill by itself is not a crime, but if they are a danger to themselves or others, can be brought in for an evaluation

Question: People are living at Little Landers Park for several months. Answer: most parks in LA are like this, if they are not breaking laws they cannot be stopped

Question: how are La Crescenta and La Canada keeping homeless out. Answer: there are homeless everywhere, that is a misconception (maybe not at same level)

Question: if you ask someone at a park to move elsewhere, is it tracked, or are citations tracked? Answer: 2-3 years ago 20% of calls were homeless related, today, 90% of calls are homeless related

Question: level of violent crime is low compared to rest of city, has not encountered homeless persons in park in La Crescenta, but does not go to Sunland Park any more, what is difference between here and there? Answer: could be any of several reasons



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William Pond (Field Rep for Assemblymember Bocanegra) – has recently taken over the ST and Lakeview Terrace areas

Eve Sinclair (Area Director for Councilwoman Monica Rodriguez) – reopened field office this month, office hours are M-F 9-5

Jared Degonia (Field Deputy for Supervisor Barger) – had a small community meeting recently with Supervisor on issues impacting city; LAPD and Foothill Division are primary law enforcement here, but encouraged NC to pay attention to what Sheriff is doing; Supervisor Barger is calling for formation of a commission to look into how county is implement AB109, Prop 47, and Prop 57; arrests are down after Prop 47 but enrollment in rehabilitation programs has also gone down

Question: if enrollment in mental health programs are down, are there vacancies now? Yes, in drug and alcohol programs, but not in overnight programs

County passed measure H and City passed measure HHH, County's role is the service component, anticipating \$360 million for services

Law enforcement can hold someone for 72 hours on a "5150" to determine if they are a risk, but criteria is open-ended; Supervisor wants to look at process to dig into mental health services with a focus on homelessness

Question: After marijuana becoming legal, why not roll back Prop 47? Prop 47 was passed by referendum, and would need another referendum

Question: when organizing a homeless connect day, tried to contact some 501c3s but had trouble getting in touch with them, how will measure H be able to avoid non-profits taking advantage or not be accountable?

Measure H will have accountability criteria

Vanessa Serrano (DONE rep)

September 9 Congress of Neighborhoods at City Hall

Have not heard back if elections will be held in 2018 or 2019

Asking NCs to keep all receipts from purchases and reimbursements

Department cannot give a computer to NC, but are available for use at DONE office

Question: can we get internet service in office. Answer: might be an issue for CD7 office

Item 5: Minutes

Krystee moves to approve, Dana second

Mark Seigel noted correction to spelling of his last name

Pat Kramer requested that her previous request to have "no" votes named in minutes to be included in minutes

Passes with 16 yes, 0 no, 0 abstentions

Item 6: MER

No MER for June or July due to no transactions because STNC did not have access to account from June 8,

Treasurer is awaiting receipt of bank statements

Item 7: Tujunga Library Literacy Program

Brian Basler – Literacy Coordinator from Pacoima Library, represents ST, LVT, Sun Valley, and Sylmar; organizing literacy services in branches

Walk in Tutoring every Tuesday from 6 to 7:30 at Tujunga Library

There is still a need for volunteers pacoimaliteracy@lapl.org



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Question: is there an age limit for students. Answer: Literacy program is for 18 and over

Question: is there a limit on how often student can come in and receive tutoring? Answer: program is first come first served, students can come every day or every week

Question: is literacy program for English speakers or non-native English speakers? Answer: students should probably have some English speaking skills before participating in literacy program

Question: will days/hours for program expand if volunteers become available? Answer: Yes

Question: some high school students would make good volunteer instructors, program should consider taking volunteers under 18. Answer: age limit is for safety, but may be able to accept high school seniors that are already 18

Item 8: Local Movie Night at Sunland Park on Friday, August 18, 7:30 pm

Assemblymember Raul Bocanegra's office organizing a movie night at Sunland Park to show "Sing"

Partnering with CD7 office

Part of a "take back the park" effort for Sunland Park

Question: is this an indoor or outdoor event? Answer: Outdoor event, with an inflatable screen

Question: have had problems with parking in the area, could it be possible to park at the Ralph's plaza? Answer: office will look into issue

Question: what are the security measures? Answer: LAPD will be present, will do a sweep of the park before the event

Community members expressed additional concerns about security

Question: what is policy about alcohol? Answer: no alcohol in park, per city ordinance

Item 9: Little Landers Historical Society Cemetery Tour Presentation

There is a cemetery in Sunland-Tujunga, no longer in use and now state-owned

LLHS is requesting funding for cemetery tour in October

Marlene makes the motion, Dana second

\$20 per person to attend tour

Tour groups will be divided into five smaller groups to interact with actors/performers

Supervisor Barger's office will donate \$500

Question: is \$3275 all of the cost or just the requested amount? Answer: all of the cost

Question: if CD7 or other offices donate to event, will \$3275 request to STNC be reduced? Answer: Yes

Question: Where will \$20 per person income go? Answer: event is a fundraiser for Little Landers Historical Society

Comment: Easier for STNC to pay specific costs to specific vendors rather than fund entire event

Comment: one of most unique and important events in this community

Aris moves to amend motion to say up to \$3,275, Mark seconds

Amendment to motion passes with 14 yes, 0 no, 0 abstentions

Funding motion passes with 13 yes, 0 no, 1 abstain

Item 10: Support letter for letter to limit hunting near residential areas, hiking paths, and horse trails

Dana read the letter included in the packet

Krystee moves, Dana seconds

Jan Owen and Sheri Thompson spoke in favor of the support letter, equestrians that encountered hunters last year, some hunters were intoxicated, were on ATVs tearing up the trails/roads

Question: is the area inside the city? Answer: area crosses public/private land and goes across jurisdictions



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Question: has firearm and bow an arrow discharge always been illegal? Answer: Yes, but there were many more hunters last year, hunters probably don't know which areas are off-limits, asking for whole area to be closed to hunting

Lydia Grant – investigated this issue at length during CD7 election; Haines Canyon area is part of the City, issue has happened due to lack of leadership, suggests that STNC put forward a discussion through wildlife committee with relevant agencies

Kimberly Harris noted that CD7 office has brought together Forest Service, Fish and Wildlife, and other agencies
Motion passes with 14 yes, 0 no, 0 abstentions

Item 11: Support letter for NC Sustainability Alliance letter for a buffer zone between oil/gas extraction sites and residential neighborhoods

Pat makes motion, Marlene second

Comment: if 80% of 1000 wells are closed, isn't that in effect a taking of the rights of the well owners? Answer: NCSA is more concerned with health and safety of residents

Motion passes with 13 yes, 0 no, 0 abstain

Item 12: NPG for Valley Disaster Preparedness Fair for \$500

Krystee moves, Pati second

Krystee noted that event is held outside of NC boundaries

Mark Seigel noted that event is for all of Valley, not necessarily just the area where event is held, many NCs in north valley have an outreach booth, STNC has been invited to have one there

Pati said that we did not vote for it because it was far and STNC was low on funds last year

Amelia said she would be happy to write on it in her community article

Jon von Gunten noted that the request is for \$500 from a total \$29,000 budget

Pat Kramer did not think it was a good outreach event, most attendees were only looking for free items, and threw away any NC fliers or other NC items

Lydia Grant noted that over 26 NCs participated last year including some from south LA and the Harbor, could participate in other ways like putting logo on giveaway items or branded water bottles

Motion does not pass 4 yes, 9 no

Item 13: National Night Out Reimbursement

Krystee moves, Pati second

David Barron recused himself

Motion passed with 11 yes, 0 no, 1 abstain, 1 recusal

Item 14: Fireworks balance payment

Shooshig moves to pay balance of \$4,500 to Pyro Spectaculars, Rick second

Motion passes with 10 yes, 0 no, 2 abstain, 1 recusal

Item 16a WEST Committee Recognition Event

Secretary asked DONE about guidance for funding request that was submitted on revised agenda but was not posted publicly by the City; DONE recommended that board postpone funding request agenda item to September

Adjourned 9:32 pm



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ITEM #10

Monthly Expenditure Reports May -- August

Reporting Month:	MAY
NC Name:	Sunland-Tujunga

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$13,155.73	\$0.00	\$13,155.73	\$1,236.21	\$11,919.52

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$27,536.00	\$83.51	\$0.00	\$4,471.85	\$22,980.64
200	Outreach	\$5,414.00	\$1,152.70	\$0.00		\$4,261.30
300	Community Improvement	\$2,800.00	\$0.00	\$0.00		\$2,800.00
400	NPG	\$1,250.00	\$0.00	\$0.00		\$1,250.00
500	Elections	\$0.00	\$0.00	\$0.00	\$2,855.46	(\$2,855.46)
	TOTAL	\$37,000.00	\$1,236.21	\$0.00	\$7,327.31	\$28,436.48

NEIGHBORHOOD COUNCIL DECLARATION			
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.			
Treasurer Signature		Signer's Signature	
Print Name	Shooshig Susan Avakian	Print Name	Krystee Clark
Date		Date	
NC Additional Comments			

Revision Date 08/09/16



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Department of Neighborhood Empowerment								
Reporting Month:		MAY		MONTHLY EXPENDITURE REPORT				
NC Name:		Sunland-Tujunga		Submitted: 8/9/2017 18:12:47				
Budget Fiscal Year:		2016-2017						
FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy) EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	Square / EuroFusion			5/1/17 - WEST Committee Event	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$108.75
2	RingCentral			5/8/17 - Telephone	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$65.69
3	Sunland Printing			5/9/17 - Jr. Council Dance	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00
4	Big Mama's			5/12/17 - Pizza for General Meeting	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$83.51
5	OTC Omaha			5/25/17 - Oriental Trading / Sunland Park	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$478.26
6						<input type="checkbox"/>	<input type="checkbox"/>	
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
11						<input type="checkbox"/>	<input type="checkbox"/>	
12						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$1,236.21
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)								\$7,327.31
C OUTSTANDING COMMITMENTS (OBLIGATIONS)								
1						<input type="checkbox"/>	<input type="checkbox"/>	
2						<input type="checkbox"/>	<input type="checkbox"/>	
3						<input type="checkbox"/>	<input type="checkbox"/>	
4						<input type="checkbox"/>	<input type="checkbox"/>	
5						<input type="checkbox"/>	<input type="checkbox"/>	
6						<input type="checkbox"/>	<input type="checkbox"/>	
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$0.00
D Total Expenditures & Commitments								\$8,563.52
E Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)								\$0.00
F Approved Budget 2016-2017								\$37,000.00
G Balance of Budget 2016-2017								\$28,436.48

Revision Date 08/09/16



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Department of Neighborhood Empowerment								
Reporting Month:		JUNE		MONTHLY EXPENDITURE REPORT				
NC Name:		Sunland-Tujunga		Submitted: 8/25/2017 16:45:23				
Budget Fiscal Year:		2016-2017						
FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy) EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	Insight Investment (copier)			6/7/17 - InsightInvestments	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$83.73
2	JCS Catering			6/8/17 - JCS Catering - VANC support	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$200.00
3	Citizens for LA			6/8/17 - Citizens for LA - owl boxes	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$800.00
4	ST Chamber			6/8/17 - ST Chamber - Spring Festival	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$1,250.00
5	The Web Corner			6/9/17 - The Web Corner	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$150.00
6	Insight Investment (copier)			6/12/17 - Insight Investments	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$83.73
7	The Web Corner			6/13/17 - The Web Corner	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$150.00
8	Sunland Printing			6/13/17 - Sunland Printing - DOT Boxes	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$511.13
9	AAA Flag and Banners			6/13/17 - AAA Flag and Banners	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$3,295.94
10	Pyro Spectaculars			6/14/17 - Pyro Spectaculars - July 4	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$2,500.00
11	Sunland Printing			6/14/17 - Sunland Printing - Earth Day		<input type="checkbox"/>	<input type="checkbox"/>	\$104.40
12	Konica			6/15/17 - Konica - moving copier	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$263.00
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$26,159.52
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)								\$7,327.31
C OUTSTANDING COMMITMENTS (OBLIGATIONS)								
1						<input type="checkbox"/>	<input type="checkbox"/>	
2						<input type="checkbox"/>	<input type="checkbox"/>	
3						<input type="checkbox"/>	<input type="checkbox"/>	
4						<input type="checkbox"/>	<input type="checkbox"/>	
5						<input type="checkbox"/>	<input type="checkbox"/>	
6						<input type="checkbox"/>	<input type="checkbox"/>	
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$0.00
D Total Expenditures & Commitments								\$33,486.83
E Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)								\$0.00
F Approved Budget 2016-2017								\$37,000.00
G Balance of Budget 2016-2017								\$3,513.17

Revision Date 08/09/16



Sunland Tujunga Neighborhood Council

8250 Foothill Blvd., Suite A, Sunland, CA 91042 - (818) 951-7411 FAX (818) 951-7412

E-mail: secretary@stnc.org

Reporting Month:	JUNE
NC Name:	Sunland-Tujunga

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$11,919.52	\$14,240.00	\$26,159.52	\$26,159.52	\$0.00

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$27,536.00	\$1,953.02	\$0.00	\$4,471.85	\$21,111.13
200	Outreach	\$5,414.00	\$9,903.84	\$0.00		(\$4,489.84)
300	Community Improvement	\$2,800.00	\$0.00	\$0.00		\$2,800.00
400	NPG	\$1,250.00	\$0.00	\$0.00		\$1,250.00
500	Elections	\$0.00	\$0.00	\$0.00	\$2,855.46	(\$2,855.46)
	TOTAL	\$37,000.00	\$11,856.86	\$0.00	\$7,327.31	\$17,815.83

NEIGHBORHOOD COUNCIL DECLARATION			
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.			
Treasurer Signature		Signer's Signature	
Print Name	Shooshig Susan Avakian	Print Name	Krystee Clark
Date		Date	
NC Additional Comments			

Revision Date 08/09/16



Sunland Tujunga Neighborhood Council

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Reporting Month:	JUNE
NC Name:	Sunland-Tujunga

ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
13	VistaPrint			6/5/17 - Vistaprint - signs	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$390.36
14	RingCentral			6/7/17 - RingCentral	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$65.69
15	McCarthy B			6/7/17 - Mccarthy B	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$461.31
16	RushOrderTees			6/9/17 - RushOrderTees / tshirts	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$394.56
17	Office Depot			6/12/17 - Office Depot / paper	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$156.57
18	Costco			6/13/17 - Costco (water)	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$190.90
19	Webstaurant			6/13/17 - The Webstaurant (chair racks)	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$909.94
20						<input type="checkbox"/>	<input type="checkbox"/>	
21				6/29/17 - CLOSING TRANSACTION		<input type="checkbox"/>	<input type="checkbox"/>	\$14,198.26
22						<input type="checkbox"/>	<input type="checkbox"/>	
23						<input type="checkbox"/>	<input type="checkbox"/>	
24						<input type="checkbox"/>	<input type="checkbox"/>	
25						<input type="checkbox"/>	<input type="checkbox"/>	
26						<input type="checkbox"/>	<input type="checkbox"/>	
27						<input type="checkbox"/>	<input type="checkbox"/>	
28						<input type="checkbox"/>	<input type="checkbox"/>	
29						<input type="checkbox"/>	<input type="checkbox"/>	
30						<input type="checkbox"/>	<input type="checkbox"/>	
31						<input type="checkbox"/>	<input type="checkbox"/>	
32						<input type="checkbox"/>	<input type="checkbox"/>	
33						<input type="checkbox"/>	<input type="checkbox"/>	
34						<input type="checkbox"/>	<input type="checkbox"/>	
35						<input type="checkbox"/>	<input type="checkbox"/>	
36						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item								\$16,767.59



Sunland Tujunga Neighborhood Council

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E-mail: secretary@stnc.org

Monthly Expenditure Report



Reporting Month: July 2017

Budget Fiscal Year: 2017-2018

NC Name: Sunland-Tujunga

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$42000.00	\$0.00	\$42000.00	\$0.00	\$0.00	\$42000.00

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$15365.00	\$0.00	\$15365.00	\$0.00	\$15365.00
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$21635.00	\$0.00	\$21635.00	\$0.00	\$21635.00
Neighborhood Purpose Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

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

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



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Monthly Expenditure Report



Reporting Month: August 2017

Budget Fiscal Year: 2017-2018

NC Name: Sunland-Tujunga
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$42000.00	\$95.16	\$41904.84	\$449.27	\$0.00	\$41455.57

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$15365.00	\$95.16	\$15269.84	\$449.27	\$14820.57
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$21635.00	\$0.00	\$21635.00	\$0.00	\$21635.00
Neighborhood Purpose Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	CTC CONSTANTCONTACT.C	08/21/2017	(Credit card transaction)	General Operations Expenditure	Office	\$25.16
2	CTC CONSTANTCONTACT.C	08/29/2017	(Credit card transaction)	General Operations Expenditure	Office	\$70.00
Subtotal:						\$95.16

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Insight Investments LLC	09/01/2017	Proxy payment by Office of the City Clerk	General Operations Expenditure	Office	\$449.27
Subtotal: Outstanding						\$449.27



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General and Operational

Expense Category	Description	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018
Outreach	Constant Contact	95	95	95	95	95	95	95	95	95	95	95
Office	Reignition Investment Copier	84	84	84	84	84	84	84	84	84	84	84
Outreach	WestCentral	66	66	66	66	66	66	66	66	66	66	66
Outreach	Meeting Refreshment	150	150	150	150	150	150	150	150	150	150	150
Outreach	Election	100	100	100	100	100	100	100	100	100	100	100
Outreach	Lite Landers Event	500	500	500	500	500	500	500	500	500	500	500
Outreach	Fireworks	4,500										
Outreach	Fireworks Gold Carts			945								
Outreach	VisorZero Bench Ads			225								
Outreach	Beautification Committee Anti Graffiti			65								
Outreach	National Night Out 2017 (David Barron)			500								
Outreach	Vol. Laureate 2017 (Malerie Hill)			198								
Outreach	Sale/Steers Banners			976								
Outreach	Region Events (\$200 each)				200						200	
Outreach	Sunland Park Halloween				750							750
Outreach	Sunland Park - Easter											
Outreach	Safety and Emergency Preparedness											
Outreach	Beautification Committee - general						500					
Outreach	Animal Rights Committee - general						1,500					
Outreach	American Arts and Cultural Festival				1,200							
Outreach	Jr. Council - general											
Outreach	Arts, Recreation & Culture - general											
Outreach	WEST - general											
Outreach	Outreach committee - general											
Office	New Projector					500						
Office	Internet Access	100	100	100	100	100	100	100	100	100	100	100
Office	New Computer											
Outreach	Land Use Committee						1,500					
Outreach	Misc. Printing				1,500							
Outreach	Recognition Event											

\$ 5,595 \$ 1,095 \$ 7,279 \$ 4,745 \$ 1,595 \$ 13,974 \$ 1,095 \$ 1,295 \$ 1,095 \$ 2,045 \$ 1,095 \$



Sunland Tujunga Neighborhood Council

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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
Ahern 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



Sunland Tujunga Neighborhood Council

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ARMENIAN ARTS & CULTURAL FESTIVAL 15 OCTOBER 2017 SPONSORSHIP APPLICATION (PLEASE RETURN BY OCTOBER 1st)

Please mark desired sponsorship level:

ARTSAKH **\$5,000**
Co-presenting sponsor - your name will go on all print and digital advertisements, including the event logo.

SASOON **\$2,500**
Your name on **10** banners distributed around town
Your name on banners at festival
Your name on the program and in full page newspaper ad

VAN **\$2,000**
Your name on **8** banners distributed around town
Your name on banners at festival
Your name on the program and in full page newspaper ad

ANI **\$1,250**
Your name on **6** banners distributed around town
Your name on banners at festival
Your name on the program and in full page newspaper ad

MOOSH **\$500**
Your name on **4** banners distributed around town
Your name on banners at festival
Your name on the program and in full page newspaper ad

KARS **\$250**
Your name on **2** banners distributed around town
Your name on banners at festival
Your name on the program and in full page newspaper ad

I AM UNABLE TO SPONSOR, BUT WOULD LIKE TO DONATE:

\$100 \$50 \$25 Other _____



All above sponsorships and donations are tax-deductible. Sponsor names may be sized on banners according to sponsorship level.

Sponsor Name _____

Contact Name _____ Title _____

Phone _____ Email _____

Address _____ City _____ State _____ Zip _____

Enclosed is check # _____ in the amount of \$ _____ Please email sponsor artwork in vector format to ARM.ART.FEST@GMAIL.COM

Please mail to ARMENIAN CULTURAL SASOON ASSOCIATION: 9927 COMMERCE AVE TUJUNGA, CA 91042



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ARMENIAN ARTS & CULTURAL FESTIVAL 15 OCTOBER 2017 VENDOR APPLICATION (PLEASE RETURN BY OCTOBER 1st)

BOOTH FEES (10'X10' SPACES, FEE CHARGED DAILY):

- Educational Only: \$50
- Non-Profit Selling: \$100
- For-Profit Selling: \$100
- Food Vendor: \$200

PLEASE SELECT LOCATION AND TIMES HERE:

- 12-10pm in the full sun (Please bring your own tent or pop-up.)



Refunds are not available due to cancellation. AC SASOON ASS reserves the right to terminate any vendor for any reason. Event will take place, rain or shine. Sharing booths is allowed (except for Commercial entities) and you may only display items that you have noted in your description below. Vendors are required to provide their own pop-ups, tables, display set-ups and chairs. There is NO electricity available. Teardown of booth before 6pm prohibited. All left-over merchandise is to be cleaned up.

Business Name _____

Contact Name _____ Title _____

Phone _____ Email _____

Address _____ City _____ State _____ Zip _____

What will you provide / sell? _____

Enclosed check for the booth# _____ in the amount of \$ _____

The undersigned does hereby release AC SASOON ASS and LA City and event coordinators, servants, assigns and employees, harmless of any and all liability resulting from damage, injury, death to myself resulting from the acts of anyone on behalf of the producers. I further agree to indemnify and hold harmless each and every producer and representative of the producers as named herein resulting from negligence, property damage, injury or death caused by me or anyone under my direct control. Absolutely No Alcohol may be sold or distributed.

Signature _____ Date _____

**Please mail to Armenian Cultural Sasoon Association
9927 Commerce Ave Tujunga, CA 91042**



Sunland Tujunga Neighborhood Council

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E-mail: secretary@stnc.org

STARC

SUNLAND TUJUNGA
ARTS, RECREATION & CULTURE
COMMITTEE



SUNLAND-TUJUNGA
NEIGHBORHOOD COUNCIL

www.stnc.org

TO: Sunland Tujunga Neighborhood Council
FM: STARC
RE: "Hanukkah In The Foothills"
DT: September 5, 2017

Dear Neighborhood Council,

In 2016, the members of STARC organized and sponsored the first annual "Hanukkah In The Foothills." It was an exciting and educational event for the many who filled the tables and lined the walls of The Back Door Bakery where the event was held. Due to the larger than expected turn out, the McGroarty Arts Center has generously volunteered its venue to host this year's event scheduled for Monday, December 18th, from 6:30 to 8:30, 2017.

"Hanukkah In The Foothills" is a lively event meant to teach to traditions of Hanukkah with storytelling, music, food and games, as is the custom. STARC is proud to sponsor this event once again. This year, we request and recommend the STNC partner with us and pledge its support in the amount of \$500. This money will be used to purchase food and beverages for those expected to attend this free event.

Very Truly Yours,

A handwritten signature in black ink that reads "Joe DeCenzo".

Joe DeCenzo
STARC Committee Chair
Joedecenzo@gmail.com