

Van Nuys Neighborhood Council



Kathy Schreiner
kathy.schreiner@vnnc.org
President

Pam Bingham
pam.bingham@vnnc.org
Vice President

Brian Edelman
brian.edelman@vnnc.org
Secretary

David Harari
david.harari@vnnc.org
Treasurer & Budget & Finance Chair

Vacant
Parliamentarian

Members
John Camera
Connor Chiu
Quirino de la Cuesta
Mindi Gonzalez
Brandon Gruzen
Ann Kalb
Ray Mandarino
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Priscilla Ramos
Derrick Spears
Francois Verin

Van Nuys Neighborhood Council Budget and Finance Committee AGENDA

Tuesday, March 31st, 2026

5:30 PM

Van Nuys Branch
Library

6250 Sylmar Ave.

Van Nuys, CA 91401

Community Room

Van Nuys
Neighborhood Council
P.O. Box 3118
Van Nuys, CA 91407-3118

Email: info@vnnc.org
www.vnnc.org

Phone: 818-357-2446

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/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 or Committee meeting.

Public comment is limited to a maximum of 2 minutes per speaker per item with a maximum of 10 minutes total per meeting, unless adjusted by the presiding officer of the Board. **Actual time for each comment will be recorded in 30 second increments (i.e., 30 sec., 1 min., 90 sec., 2 min.).**

Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. Speakers shall direct their comments to the Committee (not to an individual).

Chair of Budget & Finance Committee: David Harari
Members: Pam Bingham, Connor Chiu, Kathy Schreiner.

1. **Roll Call and Pledge of Allegiance**
2. **Discussion and possible action to appoint VNNC board-member, Derrick Spears, to the Budget & Finance Committee.**
3. **Discussion and possible action to recommend that the VNNC Board approve the February 2026 MER (Monthly Expenditure Report). See attached pages 4 - 5 and link below:**
https://vnnc.org/wp-content/uploads/2026/03/VNNC_MER_Feb2026.pdf
4. **Discussion and possible action to consider recommending funding for the revised NPG application from Project Breaking Barriers for \$2,500 to support three one-week sessions of their IGNITE programs in 2026. See attached pages 6 - 8 and link below:**
<https://vnnc.org/wp-content/uploads/2026/03/Revised-Project-Breaking-Barriers-VNNC-Application-03.18.2026.pdf>
5. **Discussion and possible action to recommend to the Board that the VNNC allocate \$500 from Outreach funding to support Neighborhood Council Budget Day on June 27 (sponsored by the Budget Advocates)**
6. **Discussion and possible action to recommend to the Board that the VNNC allocate \$1000 from the Outreach budget to support the Los Angeles Congress of Neighborhoods (NOTE: \$1000 would make the VNNC a Gold Sponsor — see website for details from the 2025 Congress: <https://www.neighborhoodcongress.la/sponsor>)**
7. **Revise 2025/26 VNNC budget to make minor increases to cover higher costs in specific line items and possibly transfer some funds from Outreach line item to NPG line item.**
8. **Discussion and possible action to recommend to the Board that the VNNC submit a CIS on the City of LA Budget for Fiscal Year 2026/2027 that requests (see attached page 8):**
 - **That each Neighborhood Council receive funding of \$40,000.**
 - **That the City Clerk's budget include the funds needed to support elections with both in-person and mail voting for each Neighborhood Council that wants to hold an election.**
9. **Discussion regarding setting a revised date to conduct an inventory of the VNNC storage unit.**
10. **General Public Comment on Non-Agenda Items (2 min per stakeholder). Note that topics discussed must be within the jurisdiction of the VNNC.**
11. **Identification of topics Committee members would like to discuss at a future meeting.**
12. **Adjournment**

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 72 hours prior to the meeting you wish to attend by contacting VNNC by via email at: info@vnnc.org

SERVICIOS DE TRADUCCION - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 72 horas antes del evento. Por favor contacte a info@vnnc.org por correo electrónico para avisar al Concejo Vecinal.

PUBLIC POSTING OF AGENDAS – VNNC agendas are posted publicly near the front door to the conference room of the Marvin Braude Constituents Building, 6262 Van Nuys Blvd., Van Nuys, CA 91401 and also online at www.vnnc.org. You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://lacity.gov/government/subscribe-agendas>

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, 6262 Van Nuys Blvd, Van Nuys, CA 91401, at our website: <http://www.vnnc.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 via email: info@vnnc.org

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the VNNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the VNNC By-laws. The By-laws are available at our Board meetings and our website <http://www.vnnc.org>

Notice to Paid Representatives - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at: <https://ethics.lacity.gov/lobbying/>

For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Monthly Expenditure Report



Reporting Month: February 2026

Budget Fiscal Year: 2025-2026

NC Name: Van Nuys Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$27944.78	\$1601.14	\$26343.64	\$4276.28	\$1000.00	\$21067.36

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25530.00	\$1601.14	\$16908.77	\$576.28	\$16332.49
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$9434.87	\$0.00	\$9434.87	\$3700.00	\$5734.87
Funding Requests Under Review: \$1000.00		Encumbrances: \$0.00		Previous Expenditures: \$7020.09	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VBS VONAGE BUSINESS	02/05/2026	Monthly Vonnage phone bill. Budgeted line item.	General Operations Expenditure	Office	\$48.23
2	FEDEX OFFIC19000019026	02/11/2026	Receipt for materials printed for 2/11 VNNC Board Meeting. Budgeted line item.	General Operations Expenditure	Office	\$92.19
3	FEDEX OFFIC19000019026	02/11/2026	Reimbursement from Fed Exp for one document that was not printed by the machine. (Staff said they have been having some problems with new machines.) Budgeted line item.	General Operations Expenditure	Office	\$-19.76
4	PY ALL RIGHT STORAGE	02/11/2026	Monthly bill for VNNC storage space. Budgeted line item.	General Operations Expenditure	Office	\$195.00
5	LIDO PIZZA	02/11/2026	Food for 2/11/26 VNNC Board Meeting. Budgeted line item.	General Operations Expenditure	Office	\$120.73
6	WENDY L. MOORE / MOORE BUSINESS RESULTS	01/20/2026	Web/Social Posting and E-Blasts	General Operations Expenditure	Office	\$598.53
7	WENDY L. MOORE / MOORE BUSINESS RESULTS	02/02/2026	Web and Posting Services for Jan. 2026	General Operations Expenditure	Office	\$566.22

	Subtotal:	\$1601.14
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Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Pamela Bingham	02/17/2026	Reimbursement for out of pocket payment for food for the November 12th, 2025 VNNC General Board Meeting	General Operations Expenditure	Office	\$140.73
2	Columbus Avenue Elementary School	02/25/2026	Discussion and possible action to recommend that the VNNC Board approve an NPG application from Columbus Ave. School for \$3,700 to purchase a fence sign with school name and mascot, and t...	Neighborhood Purpose Grants		\$3700.00
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/05/2026	Web/Agenda posting and management for Feb. 2026	General Operations Expenditure	Office	\$435.55
Subtotal: Outstanding						\$4276.28

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Van Nuys Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a)	<u>Project Breaking Barriers</u> <i>Organization Name</i>	<u>39-2950512</u> <i>Federal I.D. # (EIN#)</i>	<u>California</u> <i>State of Incorporation</i>	<u>06/27/2025</u> <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>6535 Haskell Ave. Unit 211</u> <i>Organization Mailing Address</i>	<u>Van Nuys</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>91406</u> <i>Zip Code</i>
1c)	<u></u> <i>Business Address (if different)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>
1d)	PRIMARY CONTACT INFORMATION:			
	<u>Lisa Skinner</u> <i>Name</i>	<u>818-614-0091</u> <i>Phone</i>	<u>Lisa.Skinner@ProjecBreakingBarriers.org</u> <i>Email</i>	
2)	Type of Organization- Please select one:			
	<input type="checkbox"/> Public School (not to include private schools) Attach Signed letter on School Letterhead	or	<input checked="" type="checkbox"/> 501(c)(3) Non-Profit (other than religious institutions) Attach IRS Determination Letter	
3)	<u></u> <i>Name / Address of Affiliated Organization (if applicable)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

Project Breaking Barriers works with community and business partners to provide immersive experiences in career exploration and leadership development for youth aged 13 - 20. This grant will support the delivery of the IGNITE program. This program is offered during the Los Angeles Unified School District spring and summer breaks free of charge to students who are from low to moderate income families and underserved communities.

The grant will be utilized to address the cost of providing meals and transportation for 30 - 35 participants per session as well as the cost of transportation for one of our two weeklong IGNITE programs in 2026.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

This grant will allow our organization to offer a career and leadership development program to low-income and underserved youth that is grounded in education, equity, and economic advancement. Our work advances educational outcomes by providing structured learning experiences that build career awareness, workforce readiness, and leadership skills—competencies that are often inaccessible to youth facing economic and systemic barriers. Through mentorship, skills training, and exposure to professional pathways, these programs prepare young people for postsecondary education, meaningful employment, and long-term success. The IGNITE Program accomplishes these outcomes by delivering a unique and highly motivating experience for youth. During our summer programs Project Breaking Barriers will provide free lunch and snacks for all of our participants at the estimated cost of \$20 per participant per day. Nutritious meals will be purchased from a vendor in close proximity to the day's immersive experience. Bus transportation will be provided to participants in the San Fernando Valley. Bus costs are approximately \$1250 per day for at total of \$6250 for one week.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Liability Insurance	\$	\$2047
	Meals and Beverages	\$1250	\$3000
	Transportation	\$1250	\$6250

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: Lake Balboa Neighborhood Council, Northridge E

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$2500

10a) Start date: 06/22/26 10b) Date Funds Required: 05/01/26 10c) Expected Completion Date: 06/26/26
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

Lisa Skinner President/Exec. Director  3/18/2026
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Dorothy Chaney CFO  3/18/2026
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

CIS from VNNC regarding the City of LA Budget for Fiscal Year 2026/27

The VNNC makes two requests with respect to the City's budget for the Fiscal Year beginning July 1, 2026:

1. Restore the funding for each Neighborhood Council to \$40,000. The reduction of annual NC funding to \$25,000 in the past fiscal year has limited funds available to support community projects. Most of the funds are needed to cover administrative costs (such as meeting expenses for food and materials, minute taker, webmaster, website fees, storage space, phone line, postal box, etc.).
2. Ensure that the City Clerk's budget includes the level of funds needed to run hybrid NC elections in 2027 (i.e., in person, as well as by mail). It is our understanding that the City Clerk did not include funds in the office's budget to run Neighborhood Council elections and recommended that current NC members have their terms extended two more years. This is absolutely unacceptable. The bylaws of each Neighborhood Council specify the terms of members. The Van Nuys Neighborhood Council bylaws require that half of the seats be filled by election every two years. The City should support these bylaws. In addition, we request that in-person voting be supported. By limiting the 2025 election to mail only, our neighborhood council had a very small number of people who exerted the effort required to sign up for a ballot and then submit a ballot.