

FUNDING MOTION

COMMITTEE: Town Hall Planning (an Ad Hoc Committee)

TITLE: Discussion and possible approval of budget for MVCC 2026 Town Hall / Meet and Greet

BACKGROUND:

Based on the work of the ad hoc committee, in June 2026 the MVCC approved the date and location for a Town Hall style “Meet and Greet” public meeting: Saturday October 3, at the Mar Vista Branch Library’s (12006 Venice Blvd) Community Room from 2pm to 5pm.

This hybrid meeting will be:

- Free and open to the public, with a maximum room capacity of 60 (assuming all 16 board members attend, the maximum number for the public is 44).
- An online/zoom option will also be available for those who are unable to physically attend the meeting.

Neighborhood Councils are prohibited from signing contracts. To ensure the venue is secured, the MVCC needs to approve the budget and submit accompanying forms to the City Clerk through the NC Funding System Portal.

SUPPORTING DOCUMENTS: Proposed budget and schedule attached to this motion.

THE MOTION: The MVCC approves a budget of \$450 for a town hall / meet and greet meeting on Saturday, October 3, 2026, at the Mar Vista Branch Library and all required forms will be signed by the authorized persons and submitted within one week of board approval to the Los Angeles City Clerk’s office and/or NC Funding System Portal.

Ad Hoc Committee Vote July 2026

Moved by Vanek, second by Marton

Vote: (3) Yes - Marton, Paddock, Vanek

PROPOSED BUDGET FOR OCTOBER 3 2026 TOWN HALL MEET AND GREET

Mar Vista Branch Library - **\$140 - (custodial fee)**

Nametags and pens for attendees - **\$20 (incl tax)**

Staples: 100 pack nametags \$3.99 (x2, 200 total)

Staples: \$5.99 – 5 permanent black marker pens

Printouts of information (contact sheets, etc.)

\$50 (estimate for 200 pages, self-serve B&W at FedEx/Kinko's at \$0.25/page)

Subtotal venue and supplies: \$210

Pre-packaged food snacks and drinks -

SkinnyPop Popcorn and Puffs: \$10/18 bags x2 = **\$20 for 36 bags**

Frito-Lay Mix variety pack - \$23/40 bags x2 = **\$46 for 80 bags**

Nabisco Snacks Variety pack - \$10/20 bags x2 = **\$20 for 40 bags**

Assorted Cookie Classics Variety Pack - \$10/20 x2 = **\$20 for 40 bags**

[That's It Fruit Crunchables](#) - \$19/15 packs = **\$19 for 15 packs**

[Quaker Rice Crips variety pack](#) - \$20/30 packs = **\$20 for 30 packs**

Sprite mini cans - \$7/10 cans = **\$7 for 10 cans**

Coke mini cans- \$7/10 cans = **\$7 for 10 cans**

Lipton Ice tea - \$7.50/12 bottles = **\$15 for 24 bottles**

Subtotal: \$174

Tax and Shipping: \$26 (est.)

Subtotal Snacks and Drinks: \$200

Subtotal supplies and refreshments: \$410

Contingency: \$40

TOTAL: \$450

PROPOSED SCHEDULE (2:00pm to 5:00pm - library closes at 5:30pm)

10 minutes mingling

35 minute formal presentation from MVCC

10 minutes free roam time (break)

First 15 minute meeting with committees

5 minute free roam time (break)

Second 15 minute meeting with committees

5 minute free roam time (break)

Third 15 minute meeting with committees

5 minute roam time (break)

Fourth and final 15 minute meeting with committees

10 minute free roam time (break)

15 minute final formal presentation

25 minutes mingling

Total: 180 minutes (3 hours)