



Sunnyvale

## Memorandum

**Date:** 11/8/2024  
**To:** Sunnyvale Parks and Recreation Commission  
**From:** Michelle Perera, Director of Library and Recreation Services  
**Subject:** LRS 25-02 Promoting Local Food Truck Businesses with Use of Underutilized City Land Dropped From Study Issue List

Parks and Recreation Agenda Item 2: 24-0999 (10/9/2024)

At the October 9, 2024, Parks and Recreation Commission (PRC) Meeting, the Commission sponsored a study issue titled: Promoting Local Food Truck Business with Unused City Land. Unfortunately, at that meeting staff inadvertently failed to advise the PRC that the scope of this study issue does not fall within the Commission's purview and therefore was not eligible for sponsorship. As you are aware, the PRC acts in an advisory capacity to the City Council in matters and service pertaining to parks, open space, playgrounds, entertainment, other cultural and recreational activities.

Given this, staff will not be drafting a study issue paper on this idea for Commission ranking in January.

Please reference "Board/Commission Study Issue Sponsorship Process" (<https://www.sunnyvale.ca.gov/home/showpublisheddocument/966/637819900030700000>) – "In their advisory capacity to Council, boards and commissions generate potential study issues for City Council's consideration and provide a recommended ranking of the issues relevant to their areas of authority."

Follow up options:

1. Parks & Recreation Commissioner can follow up with a member of the City Council and ask them to bring this study issue idea forward for sponsorship at a City Council meeting prior to the January deadline.
2. Review the comprehensive study of food truck location and operation requirements document that was studied in 2012 and brought to the City Council and determine if the results of that study incorporate suggestions made as part of this proposed study issue idea.
3. Review City Council 2024 Strategic Priorities to determine if this study issue idea fits within the scope of these priorities:
  - Civic Center Campus Modernization
  - Ability of Infrastructure to Support Development and Traffic
  - Accelerating Climate Action, the Active Transportation Plan and Vision Zero Plan
  - Support the Unhoused Community
  - Downtown Sunnyvale
  - Equity, Access and Inclusion.