



City of Sunnyvale

Meeting Minutes - Draft Community Event and Neighborhood Grant Distribution Subcommittee

Wednesday, August 6, 2025

2:00 PM

Online and Redwood Conference Room,
City Hall, 456 W. Olive Ave., Sunnyvale,
CA 94086

CALL TO ORDER

Member Srinivasan called the meeting to order at 2:03 p.m.

ROLL CALL

Present: 3 - Member Alysa Cisneros, Member Murali Srinivasan,
Member Linda Sell

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

Valerie S., a member of the public attending in person, expressed her appreciation to the staff and subcommittee members for their efforts on the changes to the Community Event and Neighborhood Grant Program materials and conveyed gratitude for the upcoming budget that supports the community initiatives.

Member Sell moved and Member Cisneros seconded the motion to Approve the Community Event and Neighborhood Grant Program Subcommittee Meeting Minutes of December 6, 2024 as submitted.

The motion carried by the following vote:

Yes: 3 - Member Cisneros
Member Srinivasan
Member Sell

No: 0

- 1 [25-0589](#) Approve the Community Event and Neighborhood Grant
Distribution Subcommittee Meeting Minutes of December 6,
2024

Approve the Community Event and Neighborhood Grant Distribution Subcommittee Meeting Minutes of December 6, 2024, as submitted.

PUBLIC HEARING/GENERAL BUSINESS

2 [25-0590](#) Selection of Chair

Nominations were opened for Chair. Member Cisneros nominated Member Sell. No further nominations were presented.

Vote on nomination for Member Sell for Chair:

Yes: 3 - Member Cisneros
 Member Srinivasan
 Member Sell

No: 0

3 [25-0591](#) Review and Approve the Community Events and
 Neighborhood Grant Program Materials for Calendar Year
 2026 and Authorize Staff to Initiate the Application Process

Youth and Family Resources Manager Angela Chan provided a presentation on the Community Events and Neighborhood Grant Program. The presentation covered funding for calendar year 2025, a three-year recap, the proposed 2026 program and application timeline, funding caps, tiered funding levels, and next steps.

The members inquired about whether applicants are limited to applying once per year or may apply during both the fall and spring cycles. Staff clarified that under the Neighborhood Grant Program, each neighborhood association has a maximum allocation limit. Under the Community Event Grant Program, applicants not approved in one cycle may reapply in the next cycle. Applicants may also submit requests for different events in the fall and spring cycles, provided each application is for a separate event.

The members requested clarification on the maximum number of block party applications allowed per tier. Staff explained that in registered neighborhood associations, as the number of households increase, the allowable number of block party applications and related funding also increase in line with the program's tiered structure.

The members asked about the guideline language regarding special event permits, noting it states a permit is required for “large” events without specifying a number, such as over 500 attendees. Staff explained that one reference relates to eligibility for funding, while the other outlines conditions that can trigger a special event permit. Permit requirements are based on various factors—not solely attendance—such as whether food or alcohol will be served.

The members discussed options for neighborhoods without a registered neighborhood association. Staff recommended they consider registering with the City or explore whether a nearby registered neighborhood association could expand its boundaries to include them.

The members inquired about outreach to inform residents of the benefits of registering as a neighborhood association. Staff reported that outreach efforts are ongoing, and that existing association members are encouraged to mentor groups interested in registering.

The members requested clarification on the requirement that community events be 100% free to attendees. They asked whether fundraising activities, such as selling popcorn, would be permitted. Staff explained that sales make it difficult to ensure the event remains truly free; however, sponsors may provide goods or services at no cost to attendees.

The members provided guidance on next steps, including continuing to survey applicants during the application process to gather feedback—particularly on new tiers and funding cycles—adding guideline criteria and hyperlinks to relevant resources within applications, and noting that serving food may trigger a special event permit requirement.

Chair Sell opened public comment.

Valerie S. shared the success of her neighborhood association’s recent block party, noting the number of attendees and community participation.

Chair Sell closed public comment.

Member Srinivasan moved and Member Cisneros seconded the motion to Approve the Community Events and Neighborhood Grant Program Materials for Calendar

Year 2026 and Authorize Staff to Initiate the Application Process.

The motion carried by the following vote:

Yes: 3 - Member Cisneros
Member Srinivasan
Member Sell

No: 0

INFORMATION ONLY

Jesus Raygoza, Superintendent of Recreation Services, announced that the quarterly Neighborhood Association meeting will be held next week at 7:00 p.m. in the Bay Room at City Hall.

ADJOURNMENT

Chair Sell adjourned the meeting at 3:28 p.m.