



# City of Sunnyvale

## Meeting Minutes - Final Community Event and Neighborhood Grant Distribution Subcommittee

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Tuesday, June 5, 2018

3:00 PM

Council Conference Room, 456 W. Olive  
Ave., Sunnyvale, CA 94086

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### **CALL TO ORDER**

The meeting was called to order at 3:00 p.m.

### **ROLL CALL**

**Present:** 3 - Member Nancy Smith  
Member Larry Klein  
Member Russ Melton

### **CONSENT CALENDAR**

- 1      [18-0533](#)      Approve the Minutes of the March 6, 2018 Community Event and Neighborhood Grant Distribution Subcommittee Meeting

Member Klein moved, and Member Melton seconded, approval of the consent calendar as presented. The motion carried by the following vote:

**Yes:** 3 - Member Smith  
Member Klein  
Member Melton

**No:** 0

### **ORAL COMMUNICATIONS**

None.

### **PUBLIC HEARING/GENERAL BUSINESS**

- 2      [18-0534](#)      FY 2017/18 Community Events Grant Program and Neighborhood Grant Program Grantee Recap

Community Services Coordinator Alisha Rodrigues provided the Subcommittee with a recap of the FY 2017/18 Community Events and Neighborhood Grant Programs. After all FY 2017/18 grant reimbursements are submitted, it is expected that there will be a remaining minimum balance of \$557.45 in the Neighborhood Grant

Program budget.

Director Bojorquez mentioned that the grant programs' end of year reporting deadline of mid-June makes it difficult for staff to provide the Subcommittee with accurate and complete information. Staff is proposing the Subcommittee meet in the fall to discuss the option of a two-year cycle for the Community Events and Neighborhood Grant Programs. Member Klein inquired if the mid-June reporting deadline could be moved up. Staff indicated that they would explore options for discussion in the Fall. Staff provided information regarding year end pending reports.

Director Bojorquez also reported that due to updated building requirements, the Sunnyvale Downtown Association (SDA) has over \$1,400 of unanticipated costs related to the stages for their Summer Series and Jazz & Beyond events and she provided the Subcommittee with options to help SDA with the unexpected costs. Options included allocating the remaining balance from FY 2017/18 Neighborhood Grant Program funds to SDA and using funds from the current fiscal year Council Level Set-Aside Fund for the remaining balance. Discussion ensued regarding allocating funds from the Neighborhood Grant Program and Council Level Set-Aside Fund. Member Melton expressed that he would not support allocating funds from the Council Level Set-Aside Fund.

Member Melton moved, and Member Klein seconded, to recommend to Council allocating the variance between the awarded funds and reimbursements, a minimum of \$557.45, from the Neighborhood Grant Program to Sunnyvale Downtown Association for payment towards permit fees. The motion carried by the following vote:

**Yes:** 3 - Member Smith  
Member Klein  
Member Melton

**No:** 0

Member Klein moved, and Chair Smith seconded, to recommend to Council an additional allocation of a maximum of \$925.30 from the Council Level Set-Aside Fund to Sunnyvale Downtown Association for payment towards permit fees.

Member Klein spoke towards his motion. He expressed that SDA events draw large crowds from the Sunnyvale community and neighboring communities and that it is reasonable to fund the unanticipated costs related to updated building requirements.

The motion carried by the following vote:

**Yes:** 2 - Member Smith  
Member Klein

**No:** 1 - Member Melton

**3**      [18-0485](#)      Consideration of FY 2018/19 Community Events and  
Neighborhood Grant Program Applications

Director Bojorquez reported that for FY 2018/19, the recommended budget for distribution through the Grants process is \$10,500 for Community Event Grant Program. Staff noted that seven applications were submitted and that the amount requested totals \$27,818. An overview of the applications was provided. As in the prior year, the Subcommittee consolidated the Sunnyvale Downtown Association requests into one grant award. SDA requests include: Holiday Tree Lighting; Jazz & Beyond Festival Series; Magic of Sunnyvale & Wine Stroll and Summer Series. Discussion ensued regarding Silicon Valley Bicycle Coalition's (SVBC) Bike to Work Day application.

Chair Smith opened the item for public hearing:

Ms. Deborah Marks, Sunnyvale Urban Forest Advocates (SUFA) representative, provided the Subcommittee with an overview of their 2017 Forest Festival and of their upcoming 2018 Forest Festival.

There being no additional public testimony, Chair Smith closed the public hearing.

Member Melton moved, and Member Klein seconded, to recommend to Council that the Community Event Grants be awarded in the amount of \$10,500 as follows:

\$1,000 Silicon Valley Bicycle Coalition, Bike to Work Day 2019 event  
\$6,100 Sunnyvale Downtown Association, 2018/19 special events  
\$3,000 SV Historical Society & Museum Association, 10-Year Anniversary event  
\$400 Sunnyvale Urban Forest Advocates, Sunnyvale Urban Forest Festival

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\$10,500 Total

Member Melton spoke to his motion. He expressed his appreciation to the organizations that applied for FY 2018/19 grant funds.

Member Klein spoke to his second. He hopes that SVBC will reapply next year and will provide detailed information in their application.

The motion carried by the following vote:

**Yes:** 3 - Member Smith  
Member Klein  
Member Melton

**No:** 0

Director Bojorquez reported that for FY 2018/19, the recommended budget for distribution through the Grants process is \$6,500 for Neighborhood Grant Program. Staff noted that eleven applications were submitted for the Neighborhood Grant Program and that the amount requested totals \$8,920.

Chair Smith opened the item for public hearing:

Ms. Valerie Suarez, Sunnyvale resident, suggested that the Neighborhood Grant application guidelines provide suggestions of types of events that neighborhood associations may recommend for grant funds.

There being no additional public testimony, Chair Smith closed the public hearing.

Member Klein moved, and Member Melton seconded, to recommend to Council that the Neighborhood Grants be awarded in the amount of \$6,500 as follows:

\$1,000	Cherry Chase NA for Cultural and Social Interaction
\$700	Cumberland South NA for 4th of July Parade and Potluck
\$450	Hazelheads Association for Association Events
\$1,000	Lakewood Village NA for LVNA Picnic 2018
\$500	Parkington Avenue Group for Neighborhood Block Party
\$1,000	SNAIL NA for National Night Out

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\$250	Stevens Creek NA for Donate & Dump and Neighbors Night Out
\$650	Sunnyarts NA for Community Pride Building
\$500	Traditions of SV for Cultural Potluck and Block Party
\$450	Valley Forge Group for Block Party
\$6,500	Total

Member Klein spoke to his motion. His recommendation is based on long-term associations that have shown a good historical usage of grant funds, similar funding to last year and support for new applicants. He hopes that next year Evelyn Glen HOA will apply for a standard community event that brings their residents together.

Member Melton spoke to his second. His support was also based on long-term associations that have shown a good historical useage of grant funds and support for new applicants. He hopes the new applicants will develop into long-term events in the community.

The motion carried by the following vote:

**Yes:** 3 - Member Smith  
Member Klein  
Member Melton

**No:** 0

#### **INFORMATION ONLY**

None.

#### **ADJOURNMENT**

The meeting adjourned at 4:25 p.m.