



City of Sunnyvale

Meeting Minutes - Final Community Event and Neighborhood Grant Distribution Subcommittee

Tuesday, January 21, 2020

4:00 PM

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

CALL TO ORDER

Chair Fong called the meeting to order at 4:00 p.m.

ROLL CALL

Present: 3 - Member Mason Fong
Member Larry Klein
Member Russ Melton

SELECTION OF SUBCOMMITTEE CHAIR

Member Melton moved, and Member Klein seconded nomination of Chair Fong to serve as Subcommittee Chair. Chair Fong accepted the nomination.

Vote on nomination of chair:

Yes: 3 - Member Fong
Member Klein
Member Melton

No: 0

CONSENT CALENDAR

Member Melton moved, and Member Klein seconded, approval of the consent calendar as presented.

The motion carried by the following vote:

Yes: 3 - Member Fong
Member Klein
Member Melton

No: 0

- 1.a** [20-0056](#) Approve the Community Event and Neighborhood Grant Distribution Subcommittee Meeting Minutes of May 14, 2019

PUBLIC COMMENT

None.

GENERAL BUSINESS

- 2 [19-1242](#) Review and Approve the Community Events and Neighborhood Grant Program Application Materials for FY 2020/21 and Authorize Staff to Initiate the Application Process

Superintendent of Community Services, Damon Sparacino noted that there was not a staff report, other than what was submitted in the packet. Superintendent Sparacino asked the Members to consider moving the time frame of grants from fiscal year to calendar year for aligning purposes and shared the year to date recap of FY 2019/20 grant reimbursements.

The Members discussed the realignment and the wording on the application related to event fundraisers.

Director of Library and Community Services, Cherise Brandell and Superintendent Sparacino noted that they would look at the wording, run it by legal and update (if possible) the application to reflect the updated fundraiser language related to third party event parties.

The Members requested information on the regarding:

- Funding available for FY 2020/21
- Does the funding increase yearly?
- What happens with unspent funds? Are they put in the General Fund?
- Can we get a report that shows "unspent" funds from the past five years?
- Final summary form FY 2018/19 including number of people served (if possible)
- Outreach methods

Director Brandell and Superintendent Sparacino will address all the items and report out at the next meeting.

After discussion closed, Member Melton moved, and Member Klein seconded the motion to approve the Community Events and Neighborhood Grant Program application materials for FY 2020/21 and authorize staff to initiate the application process once the application was updated.

The motion carried by the following vote:

Yes: 3 - Member Fong
Member Klein
Member Melton

No: 0

ADJOURNMENT

Chair Fong adjourned the meeting at 4:27 p.m.