



City of Sunnyvale

Agenda Item-No Attachments (PDF)

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REPORT TO COUNCIL

SUBJECT

Approval of the Payment of City Fees Associated with the Special Event Permit for the 2019 Pet Parade with City Funds

SUMMARY OF COMMISSION ACTION

The Parks and Recreation Commission considered this item on July 10, 2019.

The Parks and Recreation Commission voted to approve a recommendation to Council to approve a waiver of City fees in the amount of \$4,823.28 associated with the special event permit for the 2019 Pet Parade. The vote was 3-0, with Commissioner McCune absent. Since that Parks and Recreation Commission recommendation was made, an alternative means for the payment of the City fees, as discussed below, has been considered and is being presented to Council for its consideration. This alternative method is consistent with the Commission's recommendation to waive the fees.

FISCAL IMPACT

To cover the City fees for the 2019 Pet Parade, staff is presenting two options. First, is to fund the fees from the Council Set Aside project. This project sets aside \$100,000 annually from the General Fund twenty-year planning period for unplanned projects, services, or other initiatives that come up over the course of the fiscal year. The second option is to fund the fees from the General Fund Budget Stabilization Fund reserve. Either option has a minimal impact on the General Fund.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

ALTERNATIVES

1. Approve the use of \$4,823.28 from the Council Set Aside Project to fund the payment of City fees associated with the Special Event Permit for the 2019 Pet Parade.
2. Approve the use of \$4,823.28 from the City General Fund Reserves to fund the City fees associated with the Special Event Permit for the 2019 Pet Parade.
3. Waive City fees associated with the Special Event Permit for the 2019 Pet Parade.
4. Do not approve the use of any City funds to pay the City fees associated with the Special Event Permit for the 2019 Pet Parade.
5. Take other action as determined by City Council.

STAFF RECOMMENDATION

Staff recommends Alternative 1: Approve the use of \$4,823.28 from the Council Set Aside Project to

fund the payment of City fees associated with the Special Event Permit for the 2019 Pet Parade.

Prepared by: Jennifer Acuña, Administrative Analyst

Reviewed by: Damon Sparacino, Superintendent of Community Services

Reviewed by: Cherise Brandell, Director, Library and Community Services

Reviewed by: Timothy J. Kirby, Director, Finance

Reviewed by: Phan Ngo, Chief, Public Safety

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Report to Parks and Recreation Commission 19-0102, July, 2019 (without attachments)
2. Letter of Consideration of a City Co-sponsorship of a Pet Parade (RTC 08-257)
3. Budget Supplement No. 8
4. Letter from Pet Parade Committee
5. Estimated Fee Schedule

Additional Attachments for Report to Council

6. Excerpt of Draft Minutes of the Parks and Recreation Commission Meeting of July 10, 2019