

**DRAFT MINUTES
SUNNYVALE CITY COUNCIL COMMUNITY EVENT GRANT DISTRIBUTION SUBCOMMITTEE
MONDAY, JUNE 27, 2011**

I. CALL TO ORDER

Subcommittee Chair Anthony (Tony) Spitaleri called the meeting to order at 1:35 p.m. in the Council Conference Room.

II. ROLL CALL

PRESENT: Council Subcommittee Chair Anthony (Tony) Spitaleri
Council Subcommittee Member Melinda Hamilton
Council Subcommittee Member Otto Lee (Alternate) via
Teleconference

ABSENT: Council Subcommittee Member Ron Swegles

STAFF PRESENT: Communications Officer John Pilger

III. PUBLIC COMMENTS

None.

IV. PUBLIC HEARINGS/GENERAL BUSINESS

1. Approval of Community Event Grant Distribution Subcommittee Meeting Minutes of March 7, 2011

MOTION: Subcommittee Member Hamilton moved and Subcommittee Chair Spitaleri seconded the motion to approve the minutes.

VOTE: 3 – 0 (Subcommittee Member Swegles absent)

2. Review of Applications and Make Recommendation to City Council for FY 2011/12 Neighborhood Grant Funding

MOTION: Subcommittee Chair Spitaleri moved and Subcommittee Member Hamilton seconded to make the following awards for the specific purposes listed:

- Charles Street 100 Neighborhood Association: \$50.00 for the full amount requested;
- Cherryhill Neighborhood Association: \$220.00 for welcome baskets and National Night Out activities;
- Lakewood Village Neighborhood Association: \$400.00 for police security and picnic spot reservation;
- Old Orchard Neighbors: \$50.00 for printing flyers and other outreach efforts;
- Ortega Park Neighborhood Association: \$100 for printing flyers and other outreach efforts;

- Ponderosa Park Neighborhood Association: \$390 for postage and printing and mailing postcards;
- Ray-Nor Park Neighborhood Association: \$50.00 for flyers;
- San Miguel Neighborhood Association: \$70.00 for flyers;
- SNAIL Neighborhood Association: \$450.00 for stationery and two-months' printing of black-and-white newsletters;
- Stevens Creek Neighborhood Association: \$160.00 for flyers;
- SunnyArts Neighborhood Association: \$50.00 for printing flyers, signs and directory;
- Willow Ranch Association: \$100.00 for flyers; and

Recipients must provide receipts demonstrating funds were used for the specific purpose(s) awarded to receive the grants; and

An additional award of \$900.00 is set aside to reimburse the cost to neighborhood associations for obtaining block party permits; the reimbursements will be provided on a first-come, first-served basis when permits are issued up to a total maximum award for all associations of \$900.00; and

The total amount of recommended awards, including reimbursement of permit fees, is \$2,990.00. The subcommittee recommends the \$3,135.00 balance of unexpended funds be transferred and used for the City's Centennial celebration.

VOTE: 3 – 0 (Subcommittee Member Swegles absent)

3. Discuss Subcommittee Timeline Schedule, Composition and Policy

MOTION: Subcommittee Chair Spitaleri moved and Subcommittee Member Hamilton seconded the Neighborhood Grant process should follow the same steps and a similar timeline next year as it has followed this year. Staff will modify the grant applications to require more detailed information for each projected expense.

VOTE: 3 – 0 (Subcommittee Member Swegles absent)

V. MEETING ADJOURNED

MOTION: Subcommittee Member Lee moved and Subcommittee Member Hamilton seconded the motion to adjourn the meeting.

VOTE: 3 – 0 (Subcommittee Member Swegles absent)

Council Subcommittee Chair Spitaleri adjourned the meeting at 3:05 p.m.