



PARKS AND RECREATION DEPARTMENT

QUINLAN COMMUNITY CENTER
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CITY COUNCIL STAFF REPORT

Meeting: May 20, 2025

Subject

Acceptance of donation from the Houston Living Trust in the amount of \$70,000 for the Cupertino Senior Center.

Recommended Action

Authorize the City of Cupertino to accept a \$70,000 monetary donation from the Houston Living Trust for the Cupertino Senior Center in accordance with the City's Donation Policy.

Background

On October 17, 2017, City Council adopted Resolution No. 17-102 establishing a policy for accepting donations (Attachment A).

Reasons for Recommendation

The Cupertino Senior Center was named as a beneficiary in the Revocable Living Trust of former Senior Center member, Marjorie T. Houston, and has received a \$70,000 donation from the Houston Living Trust.

The recommended action is consistent with the Cupertino Donation Policy, Section VI titled "Authority to Accept/Reject Donations" which states that donations of any kind, restricted or unrestricted, which are valued above \$25,000 must be presented to the City Council for approval and acceptance.

Completion of the required Senior Center Donation form can be found in Attachment B.

Sustainability Impact

No sustainability impact.

Fiscal Impact

The donation received will be placed in the following revenue account 100-62-623 480-409. The funding will be received as revenue to offset current expenses in the budget.

City Work Program (CWP) Item/Description

None

Council Goal

None

California Environmental Quality Act

No California Environmental Quality Act impact.

Prepared by: Jessica Suntay, Administrative Assistant

Reviewed by: Rachelle Sander, Director of Parks and Recreation
Floy Andrews, City Attorney

Approved for Submission by: Tina Kapoor, Acting City Manager

Attachments:

A – Resolution 17-102 and Donation Policy

B – Completed Senior Center Donation Form