



**DRAFT MINUTES
CUPERTINO CITY COUNCIL
Tuesday, June 4, 2021**

SPECIAL MEETING

At 6:15 p.m. Mayor Darcy Paul called the Special City Council meeting to order. This was a teleconference meeting with no physical location.

ROLL CALL

Present: Mayor Darcy Paul, Vice Mayor Liang Chao, and Councilmembers Kitty Moore, Hung Wei, and Jon Robert Willey. Absent: None. All Councilmembers teleconferenced for the meeting.

JUNE 1, 2021 SPECIAL MEETING STUDY SESSION – CONTINUED

Council continued the Special Meeting Study Session Item 2 held on June 1 for the purposes of hearing consideration, deliberation, and decisions. The public comment portion of the Study Session was closed and remained closed.

2. Subject: Recommendation from the Parks and Recreation Commission to approve funds in the amount of \$92,900 for the Fiscal Year (FY) 2021-22 Community Funding Grant Program; annual funding for the Cupertino Historical Society in the amount of \$20,000; and approval of final funding amounts for the Community Funding Program, to be included in the Recommended Budget for FY 2021-22. (Continued from May 18).

Recommended Action: Consider the recommendation from the Parks and Recreation Commission to approve funds in the amount of \$92,900 for the FY 2021-22 Community Funding Grant Program and consider annual funding for the Cupertino Historical Society in the amount of \$20,000. Determine and approve final funding amounts for the Community Funding Program, to be included in the Recommended Budget for FY2021-22; and provide direction to staff.

Assistant Director of Parks and Recreation Rachelle Sander provided a summary of what was discussed at the last meeting.

Councilmembers asked questions and made comments.

Parks and Recreation Commission Chair Carol Stanek answered questions.

Paul moved and Wei seconded to approve the staff recommendation. Council did not vote on this motion.

Wiley moved and Paul seconded a substitute motion to approve the staff recommendation with an amendment to add an additional amount of \$3,000 for the Monta Vista Speech Boosters, Inc. for their scholarship line item. Council did not vote on the substitute motion.

Motion 1. Chao moved and Paul seconded a second substitute motion to approve the staff recommendation; and direct staff to look into allocating \$20,000 in a future grant funding cycle for a scholarship for underprivileged students to participate in extracurricular activities. Chao amended her substitute motion to also form a Council Subcommittee comprised of Moore and Chao to review the Community Funding Grant Program evaluation process and procedures for the upcoming funding cycle in the next calendar year; and review a \$20,000 future allocation for a scholarship fund; and bring forth a recommendation for Council consideration by the end of calendar year. (Paul accepted the friendly amendment). The second substitute motion carried unanimously.

Motion 2. Wiley moved and Wei seconded to allocate \$3,000 under the current grant funding cycle for the Monta Vista High School Speech Boosters, Inc. for their application. The motion carried unanimously.

Chao moved and Wiley seconded to approve the staff recommendation to keep the annual funding for the Cupertino Historical Society in the amount of \$20,000 as an ongoing budget line item. Council did not vote this motion.

Motion 3. Chao moved and Wiley seconded to keep the \$20,000 for the Historical Society as a budget line item. Paul moved and Moore seconded a substitute motion to form a Council Subcommittee comprised of Moore and Wei to discuss with the Historical Society 1.) the purpose for the monetary allocation of an ongoing budget line item of \$20,000; 2.) acceptance of Council Subcommittee members ongoing attendance at monthly board meetings at the beginning of the calendar year; and 3.) Council involvement and working together on the future direction of the Stocklmeir and Snyder-Hammond House properties; and direct staff to come back for Council consideration at a future study session. The substitute motion carried unanimously.

Paul moved and Willey seconded to allocate a \$10,000 budget line item for the Cupertino Historical Society with a potential line-item adjustment in the mid-year budget; after the Council Subcommittee has completed its work and after Council consideration at a future study session. Willey made a friendly amendment to add an additional \$10,000 to the budget line item. (Paul declined the friendly amendment, and it was not considered). Council did not vote on this motion.

Motion 4. Paul moved and Willey seconded to allocate \$10,000 as a budget line item for Fiscal Year 21-22, to be revisited after the subcommittee is able to gather additional information and return to City Council with a study session to discuss potential additional funding. Paul amended his motion for a one-time \$20,000 allocation to the Historical Society for the upcoming fiscal year (not as a budget line item); and revisit the issue of whether to have an ongoing line item after the Council Subcommittee has completed its work and after Council consideration at a future study session. (Willey accepted the amendment). The motion carried unanimously.

Council recessed from 8:48 p.m. to 8:54 p.m.

STUDY SESSION

1. Subject: Study Session II on Fiscal Year (FY) 21-22 Proposed Budget
Recommended Action: Conduct Study Session II on Fiscal Year (FY) 21-22 Proposed Budget and provide input to staff

Written communications for this item included a staff presentation, Attachment I - Contingency Inquiry, Attachment J - GFOA Guidance, Attachment K - GFOA Guidance (2), Attachment L - Department Contingency Uses, Attachment M - City Manager Contingency Uses, an email to Council, and written comments from Councilmember Moore.

Director of Administrative Services Kristina Alfaro gave a presentation.

Councilmembers asked questions and made comments.

Mayor Paul opened the public comment period and the following people spoke.

Jean Bedord was concerned about the City Attorney and Mid- and Long-Term Planning budgets, and supported prioritizing items benefitting residents. (Submitted written comments).

Mayor Paul closed the public comment period.

Moore moved and Paul seconded to direct staff to:

- 1.) rectify Economic Development budget units 171-705 and 112-705 because the 2019 actuals don't match and review 0 FTE for total current positions because staffing might be different; and
- 2.) strike the City Manager contingency discretionary amount from the budget and return to the previous contingency amount of \$0.00.

Willey made a friendly amendment to set the amount for discretionary spending for the City Manager to \$75,000 per year. Moore accepted the friendly amendment with an addition of staff direction to provide a comparison of the City Manager discretionary budget amounts for the cities of Sunnyvale, Campbell, and Mountain View. Paul accepted the friendly amendment with the incorporation that the information be provided by staff at the June 15 City Council (proposed budget) meeting.

Wei made a friendly amendment to also find out the contingency percentage of materials and contract and annual recurring fund contingency compared to the other cities. Moore accepted the friendly amendment as long as a percentage of the materials plus contract services is included.

Moore amended her motion to also direct staff to go back and find the credit card usage budget and the actual credit card usage of the other cities; and include the requested information when the item comes back on June 15. (Paul accepted the amendment).

Chao made a friendly amendment to include direction to the Audit Committee to conduct an in-depth look at the credit card usage portion of the budget and to increase the frequency of Committee meetings from quarterly to monthly. (Moore accepted the friendly amendment).

The motion as amended carried unanimously.

Final Motion Summary:

Moore moved and Paul seconded to direct staff to:

- 1.) rectify Economic Development budget units 171-705 and 112-705 because the 2019 actuals don't match and 2.) review 0 FTE for total current positions because staffing might be different;
- set the amount for discretionary spending for the City Manager to \$75,000 per year; and provide a comparison of the City Manager discretionary budget amounts for the cities of Sunnyvale, Campbell, and Mountain View; the information to be provided by staff at the June 15 City Council (proposed budget) meeting;
- find out the contingency percentage of materials and contract and annual recurring fund contingency compared to the other cities (must include a percentage of the materials plus contract services);
- go back and find the credit card usage budget and the actual credit card usage of the other cities; and include the requested information when the (proposed budget) item comes back on June 15; and
- direct the Audit Committee to conduct an in-depth look at the credit card usage portion of the budget and to increase the frequency of Committee meetings from quarterly to monthly.

The motion as amended carried unanimously.

ADJOURNMENT

At 10:51 p.m., Mayor Paul adjourned the meeting.

Kirsten Squarcia, City Clerk