



## PARKS AND RECREATION DEPARTMENT

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### CITY COUNCIL STAFF REPORT

Meeting: November 15, 2022

#### Subject

Continue the Community Funding Grant subcommittee with expanded jurisdiction to review the festival fee waiver policy and application

#### Recommended Action

Direct the Community Funding Grant subcommittee, including Vice Mayor Chao, Councilmember Moore, Parks and Recreation Commission Chair and Vice Chair and Parks and Recreation Department Director to develop a proposed Festival Fee Waiver Policy and festival fee waiver application.

#### Discussion

At the October 18, 2022 City Council meeting, Councilmember Moore proposed the Community Funding Grant subcommittee to continue its discussion and to develop a policy for any organization that may be eligible for festival fee waiver. Council has subsequently directed staff to agendize the discussion for a future meeting.

#### *Background*

On October 10 and October 17, 2022, the Community Funding Subcommittee comprised of Vice Mayor Chao and Councilmember Moore met with Parks and Recreation Commission Chair and Vice Chair and Parks and Recreation Department Director, Rachelle Sander, to discuss changes to the Community Funding Grant Program Policy. During the discussion, the subcommittee learned that several non-profit organizations have benefited from both community grant funding and waivers for certain festivals. Without any clear guidance or policy, the subcommittee requested the City Council to allow the subcommittee to continue its discussion and examine similar requirements for a draft Festival Fee Waiver policy and application.

If Council approves the subcommittee's request, the discussion should focus on the non-profit organization eligibility, a ranking and approval process, and funding structure. The final recommendation will be brought back to council for final decision. The subcommittee will convene no more than three one-hour meetings in total.

Sustainability Impact

No sustainability impact.

Fiscal Impact

No Fiscal Impact.

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Prepared by: Rachelle Sander, Director of Parks and Recreation

Reviewed by: Christopher Jensen, City Attorney

Approved for Submission by: Pamela Wu, City Manager