



PARKS AND RECREATION DEPARTMENT

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CITY COUNCIL STAFF REPORT

Meeting: June 21, 2022

Subject

Update on the Status of the Research from the City Council Subcommittee Meetings for the Cupertino Historical Society

Recommended Action

Receive an update on the status of the research from the City Council subcommittee meetings for the Cupertino Historical Society and provide direction on next steps.

Discussion

Background

On July 6, 1992, Council authorized execution of the original tenant agreement with the Cupertino Historical Society at the Quinlan Community Center. The agreement was later renewed in 1994 and 1996 (Attachment A).

The Cupertino Historical Society has been awarded funding through the Community Funding Grant Program since 2015. As part of the Fiscal Year 2019-2020 budget approval process at the June 18, 2019 City Council meeting, Council unanimously approved to designate an annual amount of \$20,000 as a base (or line) item for the Cupertino Historical Society. These funds are to be designated in the Community Funding Grant Program budget as their own line item.

Below is a breakdown of the Historical Society's previously awarded funds through the Community Funding Grant Program:

2015 - \$10,000
2016 - \$15,000
2017 - \$15,000
2018 - \$15,000
2019 - \$20,000 (individual budget line item)
2020 - \$20,000 (individual budget line item)
2021 - \$20,000 (one time allocation)

At their December 1, 2020 meeting, City Council reviewed the Community Funding Grant Policy and requested to add funding of the Historical Society as a future agenda item for discussion. Prior to this upcoming fiscal year FY 2022-23, the Historical Society was required to submit a grant application outlining how they anticipate spending grant funds, as well as a financial report at the end of each fiscal year detailing how funds were used.

At the June 4, 2021 City Council Special Meeting, Council voted to form an ad hoc Council Subcommittee comprised of Councilmembers Moore and Wei to discuss with the Historical Society. The Subcommittee was directed to evaluate 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.) the future direction of the Stocklmeir and Snyder-Hammond House properties. and Council directed staff to return to the full City Council for further consideration at a future study session.

On March 8, 2022, staff met with the Council Subcommittee and was given guidance to research specific items and bring an update to City Council. Staff has compiled a comparative analysis of other Santa Clara County Historical Society relationships with other cities (Attachment B), prepared a historical funding report on how the Historical Society has used their funds during FY 2017-21 and the proposed use of the FY 2022-23 possible funding (Attachment C), and will provide clarification on funding received from a budget line item versus the Community Funding Grant process.

The difference between funding received as a budget line item versus funding through the Community Funding Grant process is mostly how the funds can be spent. To receive funding through the Community Funding Grant process, the Historical Society would need to meet the following eligibility criteria from the Community Funding Policy (Attachment D):

- Be made or sponsored by a 501(c)(3) non- profit organization with experienced members capable of implementing and managing the program/project/event.
- Identify how the funds will be used to benefit the Cupertino community.
- Be awarded only one per project.
- For specific needs, not ongoing, operational costs.
- Have more than 75% of the requested funds allocated for direct service costs versus administrative costs.
- Be complete and submitted by the application deadline.

A budget line item allows the Historical Society to receive the funds after City Council budget approval and spend the funds without the Community Funding Grant eligibility criteria.

Sustainability Impact

No sustainability impact.

Fiscal Impact

If Council approves to continue allocating funding to the Cupertino Historical Society, this will be included as a budget adjustment to the Final Budget for FY 2022-23.

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Reviewed by: Joanne Magrini, Director of Parks and Recreation

Approved for Submission by: Jim Throop, City Manager

Attachments:

A – 1992-1996 Resolutions and Tenant Agreements

B – Comparative Analysis – Santa Clara County Historical Society Relationships

C – Historical Funding Report (FY 2017-21) and Proposed FY 2022-23

D – Community Funding Grant Policy