

CITY OF DANA POINT
AGENDA REPORT

Reviewed By:	
DH	___
CM	<u> X </u>
CA	___

DATE: MARCH 24, 2004

TO: CITY MANAGER / CITY COUNCIL

FROM RUSS CHILTON, COUNCIL MEMBER

SUBJECT: CITY COUNCIL GRANT RECOMMENDATION

RECOMMENDED ACTION:

That the City Council approve the recommended grant funding by Council Member Chilton as listed within this staff report per City Council Policy 116.

ISSUES:

Does City Council wish to approve the grant funding suggestion?

BACKGROUND:

This grant-funding program has been ongoing for several years and was formalized as a City Council program within Council Policy 116 in the fall of 1999. In the current Budget, Council authorized an annual funding level of \$50,000. In accordance with City Council Policy 116, individual City Council Members may request grant funding for groups and/or projects that benefit the Dana Point community and its residents.

DISCUSSION:

Council Member Chilton would like to request \$2,500 for the Boys and Girls Club of Capistrano Valley.

FISCAL IMPACT:

Funding is currently provided in the FY 03-04 Budget in the total amount of \$50,000. Each Council Member can allocate up to \$10,000 for groups, events and programs that benefit the City of Dana Point.

ALTERNATIVE ACTIONS:

1. Decline to approve the grant funding request.
2. Modify the grant funding request.

SUPPORTING DOCUMENTS:

A.	Funding Request	3
B.	City Council Policy 116	4

Supporting Document A

Council Member Russ Chilton

Previously Approved FY 03-04 Grant Funding Recommendations:

- South Orange County Watershed Conservancy \$ 1,000
 - Orange County Human Relation Council \$ 2,500
- Subtotal: \$ 3,500

Proposed FY 03-04 Grant Funding Recommendations:

- Boys & Girls Club of Capistrano Valley \$ 2,500
- Fiscal 03-04 YTD Total: \$ 6,000

Supporting Document C

CITY OF DANA POINT

COUNCIL POLICY

SUBJECT: City Council Members Request(s) for Groups or Events that Benefit Dana Point	PAGE: 1 of 1	EFFECTIVE DATE: 10/26/99 AMENDED DATE: 9/26/00	POLICY NO.: 116
---	----------------------------	---	-------------------------------

PURPOSE:

To establish a process for approving City Council Member requests for funding groups, events, or organizations that benefit the Dana Point community.

BACKGROUND:

During Budget deliberations for FY 99/00 and 00/01, City Council approved funding to support groups, events, or organizations that benefit the Dana Point community. In order to ensure a uniform process is followed for distributing the funds, formal guidelines need to be established.

POLICY:

In order to process a City Council Members request, the following guidelines shall be followed:

- City Council will determine the level of funding every two years in conjunction with the City budget process.
- Once the level of funding is established, each City Council Member is eligible to recommend allocating 1/5 of the total funding dedicated to the program. Each City Council Member has the discretion to recommend funding to one or more events or organizations so long as the total funding request does not exceed 1/5 of the total funding for this program.
- If a City Council Member makes a determination to provide funding to a particular group, event, or organization, an agenda report shall be prepared outlining the event or organization and amount of funding recommended by the Council Member. In

addition, the agenda report will include correspondence from the organization requesting funding from the City.

- The agenda report will be placed on the consent calendar for formal Council action. If approved, staff will process the contribution for the event or organization.
- At the close of the fiscal year (June 30), all City appropriations cease and any unallocated funding will not be carried over to the next fiscal year.