



COUNCIL AGENDA: 09-01-09
ITEM: 2.11

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC
City Clerk 

SUBJECT: DISTRICT 6 SAFETY FAIR
AND MOVIE EVENT

DATE: 08-27-09

RECOMMENDATION

As recommended by the Rules and Open Government Committee on August 26, 2009 and outlined in the attached memo previously submitted to the Rules and Open Government Committee:

- (a) Approve the District 6 Safety Fair and Movie Event as a City Council sponsored Special Event; and
- (b) Approve and accept donations from various individuals, businesses or community groups to support the event.





Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC

SUBJECT: SEE BELOW

DATE: August 21, 2009

SUBJECT: APPROVAL OF THE DESIGNATION OF DISTRICT 6 SAFETY FAIR AND MOVIE EVENT AS A CITY COUNCIL SPONSORED SPECIAL EVENT, TO EXPEND CITY FUNDS AND AUTHORIZATION TO ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approve the District 6 Safety Fair and Movie Event as a City Council sponsored Special Event.
2. Approve and accept donations from various individuals, businesses or community groups to support the event.
3. Place this item on the September 1 City Council Agenda for action.

BACKGROUND

On February 1, 2005 the City Council adopted Resolution 72517 which required Councilmembers to submit a memorandum to the Rules Committee regarding proposed City Council sponsored Special Events and the proposed use of any funds in Special Event Accounts.

The Safety Fair and Movie Event is a free district event that will be held at Bramhall Park on August 28, 2009 and is open to the public. The activity involves participation by the Police, Fire, and Parks, Recreation and Neighborhood Services Departments. The City departments will provide information and other resources for the event. The event collaborators include Willow Glen Neighborhood Association, Willow Glen Business Association, and other entities.

ANALYSIS

Approval by the Rules and Open Government Committee and the City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. Council District 6 will be using District funds to pay the fees and charges for the event. In compliance with existing fundraising disclosure requirements, Councilmember Oliverio will report any cash or in-kind donations received for the event in his Disclosure of Fundraising Report. Approval of

this memorandum will enable Council District 6, the City departments and the Office of the City Clerk to proceed with the event. If cash donations are received they will be deposited to the City's Gift Trust fund and follow the City's normal cash collection procedures. Subsequently, the Councilmember will return to the City Council for necessary actions involving the receipt and appropriation of funds consistent with the Special Events resolution and standard City procedures.

EVALUATION AND FOLLOW-UP

The Office of the City Clerk and Councilmember Oliverio will issue an information memo detailing the results of the event.

PUBLIC OUTREACH/INTEREST

This action does not meet the criteria set below; however the Office of the City Clerk will post the item on the City's Website for the August 26 Rules and Open Government Committee and subsequent Council Agenda.

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

COORDINATION

This memorandum has been coordinated with the City Attorney's Office

CEQA

Not a project.


for LEE PRICE, MMC
City Clerk

For questions, please contact Dennis Hawkins, Assistant City Clerk, at (408) 535-1275.