



COUNCIL AGENDA: 03-20-12
ITEM: 2.8

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Dennis Hawkins, CMC
City Clerk

SUBJECT: SEE BELOW

DATE: 3-15-12

SUBJECT: VIETNAMESE NEW YEAR FLAG RAISING CEREMONY

RECOMMENDATION

As recommended by the Rules and Open Government Committee on March 14, 2012 and outlined in the attached memo previously submitted to the Rules and Open Government Committee:

- (a) Approve the Vietnamese New Year Flag Raising Ceremony as a City Council sponsored Special Event;
- (b) Approve expending funds and accepting donations from various individuals, businesses, or community groups to support the event.



Memorandum

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Dennis Hawkins, CMC

SUBJECT: SEE BELOW

DATE: March 8, 2012

SUBJECT: APPROVAL OF THE VIETNAMESE NEW YEAR FLAG RAISING CEREMONY AS A CITY SPONSORED SPECIAL EVENT, TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approve the Vietnamese New Year Flag Raising Ceremony as a City Council sponsored Special Event
2. Approve expending funds and accepting donations from various individuals, businesses, or community groups to support the event.
3. Place the item on the March 20, 2012 Council Agenda for action.

BACKGROUND

On February 1, 2005, the City Council adopted Resolution 72517 which requires 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.

Vice Mayor Nguyen, with support from Thu Duc Officers of the Republic of Vietnam Armed Forces, Inc. co-sponsored the raising of the Vietnamese Flag in on January 23, 2012 on the City Hall Plaza. The display of the Vietnamese Flag is permitted under Council Policy 2-1.

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ANALYSIS

Approval by the Rules and Open Government Committee and the City Council ensures compliance with the Council's prior direction regarding Council Special Events and the Council Flag Raising Policy. Thu Duc Officers association, as co-sponsor paid for most event costs, and the Vice Mayor's office may use District funds to pay some event expenses, if necessary. Approval of this memorandum will enable the District 7, City departments and the Office of the City Clerk to proceed with the event and expend City resources as appropriate. In compliance with existing fundraising disclosure requirements, Vice Mayor Nguyen will report any cash or in-kind donations received for the event in her Disclosure of Fundraising Report. If cash donations are received, they will be deposited in accordance with the City's normal cash collection procedures. The City Clerk will return to the City Council for necessary actions involving the receipt and appropriation of funds consistent with standard City procedures.

EVALUATION AND FOLLOW-UP

The Office of the City Clerk and sponsoring Vice Mayor Nguyen 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 March 14, 2012 Rules and Open Government Committee and the March 20, 2012 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)**

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COORDINATION

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

CEQA

Not a project.

A handwritten signature in black ink, appearing to read 'Dennis Hawkins', is written over the printed name and title.

Dennis Hawkins, CMC
City Clerk

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