



Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **FROM: DENNIS HAWKINS**

SUBJECT: SEE BELOW

DATE: April 25, 2012

Approved

Date

SUBJECT: APPROVAL OF THE DISTRICT 2 SILVER CREEK SKATE NIGHT SPONSORED BY COUNCIL DISTRICT 2 AS A CITY SPONSORED SPECIAL EVENT, TO EXPEND CITY FUNDS AND AUTHORIZATION TO ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approve the District 2 Silver Creek Skate Night held at the Silver Creek Sportsplex as a City Council sponsored Special Event.
2. Approve expending funds and staff time to support and promote the event.
3. Place the item on the May 1, 2012 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 Silver Creek Sportsplex will be holding the "District 2 Skate Night" on May 4, 2012. District 2 will not be expending any funds except to promote the event using fliers and an email blast. District 2 will not be raising any funds for this event. The Silver Creek skate park charges admission to use its facilities, but the event will be open to the public, and all attendees, whether they are from District 2 or not, will be able to take advantage of a reduced entry fee.

ANALYSIS

Approval by the City Council of the District 2 Skate Night event will ensure compliance with the Council's prior direction regarding Council Special Events. Although fundraising is not anticipated, in observance of existing fundraising disclosure requirements, Councilmember Kalra will report any cash or in-kind donations received for the event on his Disclosure of Fundraising Report (DFR- 1). Approval of this memorandum will enable Council District 2 and the Office of the City Clerk to proceed with the event. Any cash donations received will be processed pursuant to the City's normal financial and budgetary procedures

Honorable Mayor and City Council
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EVALUATION AND FOLLOW-UP

The Office of the City Clerk and sponsoring Councilmember 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 May 1, 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)**

COORDINATION

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

CEQA

Not a project.



Dennis Hawkins, CMC
City Clerk

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