



COUNCIL AGENDA: 05-08-12
ITEM: 2.23

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Dennis Hawkins, CMC
City Clerk

SUBJECT: SEE BELOW

DATE: 5-3-12

SUBJECT: VIETNAMESE COMMUNITY HEALTH RESOURCE FAIR

RECOMMENDATION

As recommended by the Rules and Open Government Committee on May 2, 2012 and outlined in the attached memo previously submitted to the Rules and Open Government Committee:

- (a) Approve the Vietnamese Community Health Resource Fair as a City-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: DENNIS HAWKINS

SUBJECT: SEE BELOW

DATE: April 25, 2012

SUBJECT: APPROVAL OF THE VIETNAMESE COMMUNITY HEALTH RESOURCE FAIR 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 Vietnamese Community Health Resource Fair as a City-sponsored Special Event.
2. Approve and accept donations from various individuals, businesses or community groups to support the event.
3. Place item on the May 8, 2012 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 Vietnamese Community Health Resource Fair will be held on Sunday, May 20, 2012 from 1:00 p.m. to 4 p.m. at the Berryessa Community Center. The event is co-sponsored with Congressman Mike Honda, Assemblymember Bob Wieckowski, and Supervisor Dave Cortese. The purpose of the event is to provide residents' information and access to health resources available through federal, state, county, and local agencies. This is a free event open to the public.

ANALYSIS

Approval by the City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. Council District 4 may use some District funds to pay event costs. In compliance with existing fundraising disclosure requirements,

April 25, 2012

Subject: District 4 Vietnamese Community Health Resource Fair

Page 2

Councilmember Chu 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 4 and the Office of the City Clerk to proceed with the event. If any solicitation results in the receipt of cash donations, the Office of the City Clerk will follow standard City policies and procedures for any necessary actions involving the receipt and appropriation of funds.

EVALUATION AND FOLLOW-UP

The Office of the City Clerk and Councilmember Chu 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 2 Rules and Open Government Committee and the May 8 Council meeting.

- 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 memo has been coordinated with the Office of the City Attorney.

CEQA

Not a project.



DENNIS D. HAWKINS, CMC
City Clerk

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