



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Dennis Hawkins, MMC

SUBJECT: SEE BELOW

DATE: July 31, 2012

SUBJECT: APPROVAL OF DISTRICT 4 RIVER OAKS PARK RIBBON CUTTING AND 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 District 4 River Oaks Park Ribbon Cutting & 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 on the August 7 City Council Agenda

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 District 4 River Oaks Park Ribbon Cutting & Resource Fair will take place on August 11, 2012 at River Oaks Park. The event is being coordinated by Council District 4 and involves the collaboration with various City departments including Public Works and Parks, Recreation, and Neighborhood Services Departments and the Irvine Company. This will be 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, 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. The Office of the City Clerk will follow the City's normal cash collection and appropriation of funds procedures for any donations received.

HONORABLE MAYOR AND CITY COUNCIL

July 16, 2012

Subject: River Oaks Park Ribbon Cutting and Resource Fair

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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 August 1 Rules and Open Government Committee and a the subsequent August 7 City 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)**

CEQA

Not a project.



DENNIS D. HAWKINS, CMC
City Clerk

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