



COUNCIL AGENDA: 12-4-12  
ITEM: 2.19

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Dennis Hawkins, CMC  
City Clerk

**SUBJECT:** SEE BELOW

**DATE:** 11-28-12

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**SUBJECT: VIETNAMESE NEW YEAR FLAG RAISING CEREMONY**

**RECOMMENDATION:**

As recommended by the Rules and Open Government Committee on November 28, 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; and
- (b) Approve expending funds 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:** November 21, 2012

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**SUBJECT: APPROVAL OF THE VIETNAMESE NEW YEAR FLAG RAISING  
CEREMONY AS A COUNCIL SPONSORED SPECIAL 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 on the December 4, 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.

Mayor Chuck Reed and Vice Mayor Nguyen, with support from Thu Duc Officers of the Republic of Vietnam Armed Forces, Inc. will co-sponsor the Vietnamese New Year Flag Raising Ceremony on February 11, 2013 from 11:30 a.m. to 1:00 p.m. at the City Hall Plaza. This free city event is open to the public. The display of the Vietnamese Heritage and Freedom Flag (South Vietnam flag) is permitted under Council Policy 2-1. In addition, on May 17, 2005 the City Council adopted Resolution 72679 which recognized the flag of the former Republic of Vietnam, known as the Vietnamese Heritage and Freedom Flag. The resolution authorizes the City Manager to temporarily display the flag of the former Republic of Vietnam upon the request of the Mayor or a Councilmember. The display of the flag is to be in conjunction with a ceremony or event.

**ANALYSIS**

Approval by the City Council of these events will ensure compliance with the Council's prior direction regarding Council Special Events. Council District 7 may use some District funds to pay event costs. 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. Approval of this memorandum will enable the Offices of the Mayor and Council District 7 and the Office of the City Clerk to proceed with the event. If any solicitation results in the

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receipt of cash donations, the Office of the City Clerk follow the City's normal cash collection and appropriation of funds procedures.

**EVALUATION AND FOLLOW-UP**

The Office of the City Clerk, Mayor Reed, and 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 November 28, 2012 Rules and Open Government Committee and the subsequent December 4, 2012 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, Clerk, at (408) 535-1275.