

Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: May 19, 2020
To: Honorable Mayor and Honorable City Councilmembers
From: Administrative Services Director Ana Kwong
Councilmember Michael Carnacchi
Subject: Approval of Budget Item to be Retained for FY 19-20 Budget (Banners for 100th Anniversary of Women’s Suffrage)
Recommendation : City Council Approve \$5,500.00 be retained in the FY 19-20 City Budget for use for payment of banners for this event.
Funding: Currently Budgeted: Yes No N/A

Net General Fund Cost:
Amount: \$5,500.00

Account Code 100-10-01-4890 Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)

INTRODUCTION:

This item is to request that the City Council Approve Budget Item to be Retained for FY19-20 Budget (Banners for 100th Anniversary of Women’s Suffrage)

BACKGROUND:

At the May 5, 2020 City Council Meeting, the City Council approved the updated actual year end projections for fiscal year 2019-20 (FY 20) and use of reserves to balance the budget and approved the process and schedule for “Carry Over” Baseline Budget for FY 20-21 with contractual obligations.

DISCUSSION:

As part of the discussion of the City budget, the City Council requested information on requests to have “previously approved agenda items” that were approved and budgeted for in the current fiscal year (FY 19-20) but were cancelled or continued due to COVID-19, return to the City Council.

In November 2019, the City Council approved a request for sponsorship of the Apple Blossom Parade and Festival, as well as banners for the 100 Anniversary of Women’s Suffrage. That request was for \$10,000 as detailed below.

Information from Agenda Item Report:

Costs to the City are estimated as follows:

- 1) Up to 20 Parade Entry fees - \$65 X 20 = \$1,300
- 2) Stage Rental for ballfield suffrage stage = \$2,000
- 3) Audio for suffrage stage = \$500
- 4) Decorations for suffrage stage= \$200
- 5) "100-Years of Votes by Women 2020" banners to hang on the light poles= \$4,000
- 6) One (or two) large "100 -Years of Votes by Women 2020" banners to hang on Basso building or Odd

7) Fellows Hall and/or to suspend across Hwy 116 or Hwy 12 = \$1,500

8) Cost for printing invitations, tickets, and advertisement= \$500

Total costs to the City are estimated to be \$10,000

{Estimated cost of the special event permit \$600.00 and \$500 refundable deposit.}"

After discussion of the item, the City Council authorized \$13,000.

As the Apple Blossom Parade and Festival has been cancelled as of the writing of this staff report, the Council requested information on the remaining "banner" items. It is estimate that the banners for the light poles and one or two large hanging banners would be \$5,500.00.

It is recommended that \$5,500.00 be retained for use for payment of banners for this event.

PUBLIC COMMENT:

No public comments have been received as of the writing of this staff report.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to scheduled meeting date.

FISCAL IMPACT:

As this item was previously approved and budgeted for in the current FY19-20 budget, there is no fiscal impact with this item tonight.

RECOMMENDATION:

Staff recommends that the City Council Approve \$5,500.00 be retained in the FY19-20 City Budget for use for payment of banners for this event.

Attachment:

None