

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: January 6, 2020  
Item No.: 9.j

Department Approval



City Manager Approval



Item Description: Authorization to Seek Donations for Various City Functions and Events

**BACKGROUND**

The City Council established a policy in February of 1997 requiring Council approval of formal written request for donations to the city. The city has annually requested support from community groups and businesses for several city functions and special events. The activities that the authorization is requested to seek donations for include:

Administration Department

- Spring Volunteer Recognition Banquet
- Fall Volunteer Recognition Banquet
- Fall Wellness Fair

Fire Department

- Community Partnerships for purchase of Vehicles, Supplies, & Equipment
- Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
- Explorer supplies and training
- Vial of life project
- EMS Week
- Night to Unite
- Family Night Out
- Animal Rescue
- Fire Department Community Support Fund
- Fire and medical safety and prevention materials & supplies
- Fill the Boot

Parks and Recreation Department

- Tapping Time at Nature Center
- Community Arts Program
- Earth Day
- Summer Concert Series
- Puppet Wagon
- Discover Your Parks
- Cedarholm Events and Leagues
- Rosefest
- July 4th Party in the Park

- Roll in Movies at the OVAL
- Halloween Event

35 Holiday Craft Fair  
36 New Year's Eve Event  
37 Wild Rice Festival at HANC  
Sweetheart Dance  
Superhero Carnival

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39 Police Department

40 Shop with a Cop program  
41 Night to Unite  
42 Family Night Out  
43 Reserve Officer Recognition Dinner  
44 Citizen Park Patrol supplies  
45 Heart Defibrillators  
46 Citizen Academy  
47 Police Explorers- training and supplies  
48 Safety Brochures and Information  
49 K9 Unit  
50 Senior Safety Camp  
51 New American Forum

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53 **POLICY OBJECTIVE**

54 The following is the City of Roseville's policy regarding the solicitation of donations. To avoid conflict of  
55 interest or appearance of impropriety, the solicitation of donations by City staff is not permitted except by  
56 authorization of the City Council. The Council approves all the donations received.

57 **FINANCIAL IMPACTS**

58 Approved donations for these events may result in a budget reduction.

59 **STAFF RECOMMENDATION**

60 Staff recommends the authorization as per City policy for the requesting of donations for the following special  
61 events:

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63 Administration Department

64 Spring Volunteer Recognition Banquet  
65 Fall Volunteer Recognition Banquet  
Fall Wellness Fair

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67 Fire Department

68 Annual Firefighter Recognition Event  
69 Community Partnerships for purchase of Vehicles, Supplies, & Equipment  
70 Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)  
71 Explorer supplies and training  
72 Vial of life project  
73 EMS Week  
74 Night to Unite  
75 Family Night Out  
76 Animal Rescue  
77 Fire Department Community Support Fund  
78 Fire and medical safety and prevention materials & supplies

## Fill the Boot

### 79 Parks and Recreation Department

- 81 Tapping Time at Nature Center
- 82 Community Arts Program
- 83 Earth Day
- 84 Summer Concert Series
- 85 Puppet Wagon
- 86 Discover Your Parks
- 87 Cedarholm Events and Leagues
- 88 Rosefest
- 89 July 4th Party in the Park
- 90 Roll in Movies at the OVAL
- 91 Halloween Event
- 92 Holiday Craft Fair
- 93 New Year's Eve Event
- 94 Wild Rice Festival at HANC
- Sweetheart Dance
- Superhero Carnival

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### 96 Police Department

- 97 Shop with a Cop program
- 98 Night to Unite
- 99 Family Night Out
- 100 Reserve Officer Recognition Dinner
- 101 Citizen Park Patrol supplies
- 102 Heart Defibrillators
- 103 Citizen Academy
- 104 Police Explorers- training and supplies
- 105 Safety Brochures and Information
- 106 K9 Unit
- 107 Senior Safety Camp
- 108 New American Forum

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### 110 **REQUESTED COUNCIL ACTION**

111 Motion authorizing the City Manager or his designee to send letters requesting support for:

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### 113 Administration Department

- 114 Spring Volunteer Recognition Banquet
- 115 Fall Volunteer Recognition Banquet
- Fall Wellness Fair

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### 117 Fire Department

- 118 Annual Firefighter Recognition Event
- 119 Community Partnerships for purchase of Vehicles, Supplies, & Equipment
- 120 Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
- 121 Explorer supplies and training
- 122 Vial of life project

123 EMS Week  
124 Night to Unite  
125 Family Night Out  
126 Animal Rescue  
127 Fire Department Community Support Fund  
128 Fire and medical safety and prevention materials & supplies  
129 Fill the Boot

130 Parks and Recreation Department

131 Tapping Time at Nature Center  
132 Community Arts Program  
133 Earth Day  
134 Summer Concert Series  
135 Puppet Wagon  
136 Discover Your Parks  
137 Cedarholm Events and Leagues  
138 Rosefest  
139 July 4th Party in the Park  
140 Roll in Movies at the OVAL  
141 Halloween Event  
142 Holiday Craft Fair  
143 New Year's Eve Event  
144 Wild Rice Festival at HANC  
Sweetheart Dance  
Superhero Carnival

146 Police Department

147 Shop with a Cop program  
148 Night to Unite  
149 Family Night Out  
150 Reserve Officer Recognition Dinner  
151 Citizen Park Patrol supplies  
152 Heart Defibrillators  
153 Citizen Academy  
154 Police Explorers- training and supplies  
155 Safety Brochures and Information  
156 K9 Unit  
157 Senor Safety Camp  
158 New American Forum  
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Prepared by: Lonnie Brokke, Director of Parks and Recreation and other departments as appropriate