

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

Date: January 4, 2021

Item No. : 9.h

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Department Approval



City Manager Approval



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

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1 **BACKGROUND**

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

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7 Administration Department

8 Spring Volunteer Recognition Banquet  
9 Fall Volunteer Recognition Banquet  
10 Fall Wellness Fair

11 Fire Department

12 Community Partnerships for purchase of Vehicles, Supplies, & Equipment  
13 Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)  
14 Explorer supplies and training  
15 Vial of life project  
16 EMS Week  
17 Night to Unite  
18 Family Night Out  
19 Animal Rescue  
20 Fire Department Community Support Fund  
21 Fire and medical safety and prevention materials & supplies  
22 Fill the Boot

23 Parks and Recreation Department

24 Tapping Time at Nature Center  
25 Community Arts Program  
26 Earth Day  
27 Summer Concert Series  
28 Puppet Wagon  
29 Discover Your Parks  
30 Cedarholm Events and Leagues  
31 Rosefest  
32 July 4th Party in the Park

33 Roll in Movies at the OVAL  
34 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

159 Prepared by: Lonnie Brokke, Director of Parks and Recreation and other departments as appropriate

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