

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

Date: January 10, 2022  
Item No.: 9.f

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  
Community Action Team Outreach  
Police Activities League

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