

PREVIOUS ACTION

Previous actions related to this agenda item that were taken by the Council are listed below. To view prior actions and materials, and Brentwood Municipal Code references in the staff report, as applicable:

- Visit www.brentwoodca.gov/meetings, and select the meeting date(s) desired to see the reference materials and videos.
- Visit www.brentwoodca.gov/municipalcode to research references to the Brentwood Municipal Code and search by the code section(s) cited.

On August 24, 2010, the City Council adopted Resolution 2010-113, which approved an amendment to the Use of City Funds Policy to clarify Policy requirements.

On January 13, 2015, the City Council adopted Resolution 2015-09 to streamline the request process, by removing the insurance requirements given that the rental of City Facilities already has insurance requirements, allowing the different Divisions within the County to each be considered a separate organization for approval purposes, and to revise the approval authority for the fee waivers and/or reduction requests within the Use of City Funds Policy.

On April 26, 2022, the City Council authorized a future agenda item request from Council Member Mendoza for City Council discussion of, and possible direction to staff, related to a policy and procedures for requests from Council Members or organizations they are involved with for grants, partnerships, and requests for anything of value from the City.

On August 9, 2022, the City Council adopted Resolution 2022-101, amending Council/Administrative Policy No. 10-12 (Policy and Procedures for Requests for Use of City Funds), to include an ineligibility period to reapply for City Funds for failure to abide by the rules and procedures set forth in the policy, add a new section to provide limits for City Council members and their families in regards to Donations, Fee Waivers, and/or Fee Reduction requests, and minor revisions for clarity and consistency.

On June 27, 2023, the City Council reviewed and discussed a report about Special Events in Downtown Brentwood. Following discussion, City Council motioned to direct staff to return with an overview with items specifically requested by Council to include, but not limited to:

- Strict compliance to anyone without a permit
- Improving definition of revocation of a permit
- Ability to deny a past permittee if, if they've had a permit revoked
- Considering application timelines based upon number of attendees
For example 300 attendees/1000 attendees/etc.
- Ensuring a waste management plan is submitted to meet state requirements (AB 939)
- Ensuring that a command post is designated on all plans.
- Require crowd control plan and a cleanup plan for each event

- An explicit security plan.
- Offer incentives for use of locations other than City Park.
- Look at existing code that allows for the director to work with the Parks and Rec Commission to establish rules for events
- Consider blackout dates for any new events that have not currently submitted an application.
- Consider working with existing permittees related to competing with businesses that might be located on the streets if they are located directly adjacent to an existing business.
- Properly notify businesses regarding when events are approved and when they will occur so that they can better prepare.
- Consider reduction of the number of farmers markets.
- Work with the school district to ensure no conflicts with homecoming and school sponsored dances.
- Proper notification of street closures to property owners and businesses
- Grounds recovery plan and how often events can be held and still maintain the grass at City Park.

On September 12, 2023, the City Council adopted Resolution 2023-113 1) adopting the FY 2023/24 Cost Allocation Plan and Schedule of City Fees; 2) making certain supporting findings, including the inapplicability of the California Environmental Quality Act to these actions; 3) imposing said fees 4) establishing a process for waiving or adjusting certain fees; 5) adding certain new Community Development, Police and Public Works fees; and repealing Resolution 2022-122, which adopted the FY 2022/23 Cost Allocation Plan and Schedule of City Fees.

On January 9, 2024, the City Council reviewed and discussed a report about Special Events in Downtown Brentwood. Following discussion, City Council motioned to direct staff to return with an overview with items specifically requested by Council to include, but not limited to:

- Adopt recommendations of staff outlined in staff report
- Develop fees for street closures and procedures for potential exemptions to those charges
- Work with event applications so they have a clear understanding of the updates
- Tailor BMC section for additional opportunities for enforcement of unpermitted events
- Incentives for use of other parks
- Work with schools for Homecoming and Prom
- Create a process for complaints or feedback related to the process with potential referral to LUD.
- Tiered fees for trash and street closures