

## **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](http://www.brentwoodca.gov/meetings), and select the meeting date(s) desired to see the reference materials and videos.
- Visit [www.brentwoodca.gov/municipalcode](http://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 May 24, 2011, the City Council adopted Resolution 2011-68, adopting Council/Administrative Policy 110-04 (Procedures for Ceremonial Documents).

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 February 14, 2017, the City Council adopted Resolution 2017-17, approving and authorizing staff, in consultation with the City Attorney, to make revisions to certain City Council/ Administrative Policies, contained in sections: 00-Administration, 10-Finance, 20-Personnel, 70-Public Safety, and 80-Community Promotion to reflect the separation and reorganization of the Administrative Services Department into the Finance and Information Systems and Human Resources Department.

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 May 26, 2022, the City Council adopted Resolution 2022-65, updating and approving City Council Administrative Policy 110-4 (Procedures for Ceremonial Documents).

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, added 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 February 14, 2023, Council Member Pierson requested a future agenda item relating to the possible creation of events to be held in conjunction with certain proclamations.

On March 28, 2023, the City Council directed staff to spend time and resources to review possible events to tie to the proclamation list.

On May 9, 2023, the City Council directed staff to bring back a report related to hosting events for Juneteenth and Veterans Day beginning in 2024, if not earlier, with information on budget, staffing, potential partnerships with outside vendors and any additional information that may assist with the hosting of the events.

On January 9, 2024, the City Council by motion approved the proposed list of Proclamations for 2024, with the addition of National Volunteer Week, recognized April 21-27, 2024.