

services of a bagpiper. This year, the commission directed staff to solicit donations for refreshments and candles, and forego the services of the bagpiper in the interest of reducing the cost of the event. It is also asking the City Council to authorize the use of the Community Center, other City resources, and the use of Community Center and Public Information Office (PIO) personnel to organize, publicize and staff the event.

V. FISCAL IMPACT

If the City Council approves the above recommendations, the City will incur indirect costs such as the use of the Community Center and other City resources such as postage and promotional materials, and use of staff time, including some overtime work for Community Center and PIO staff.

VI. EXHIBITS

- 1. Unofficial minutes from the Public Relations Commission Special Meeting, July 19, 2011. (pgs. 3-4)

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Prepared by: Zarah Cruz, Public Information Manager

TO:Rev010511

Reviewed by:

City Clerk	<u>City Treasurer</u>
<u>Administrative Services</u>	<u>Development Services</u>
<u>Economic Development Services</u>	<u>Public Services</u>

Action taken by City Council

Date _____ Action _____