



CITY COUNCIL AGENDA REPORT

Meeting Date: December 9, 2021

From: Sara Nahass, Recreation Coordinator

Noreen Leek, Parks & Recreation Director

Subject: Application for Event Cosponsorship

Community Goal/Result

Community Building

Purpose

Support local Non-profit organizations.

Recommendation

Approve the Mother's of Brisbane Clothing Sale as a co-sponsored event.

Background

The Mother's of Brisbane (MOB) will host their annual Clothing Sale at Mission Blue Center on the weekend of January 27-29, 2022. The MOB is a, 501 (c)(3), non-profit parents' club and welcoming community of support for parents of young children in Brisbane, and surrounding communities. Established in the summer of 2005, the MOB is a place where families come together to make friends, learn about community resources, hold family events, arrange playgroups and childcare, share information and support, and generally have a good time together.

Started as a clothing "swap", the Clothing Sale serves as the most successful MOB fundraiser, providing members with an opportunity to repurpose gently used children's items and clothing to other families in need. At its inception in 2000, the event was held at the gazebo in the Community Park. The following year it was moved to the Community Center and has since outgrown the space. The Clothing Sale serves as both a great fundraiser for the Mother's of Brisbane and a service to the community. Offering a tax-deductible way for Brisbane families to donate gently used clothing and baby gear, the event allows other families to purchase those same items for a nominal donation (clothing is usually \$1 per item, equipment is priced based on the item and condition). All leftover items are donated to the San Mateo Shelter Network or similar organizations that serve families in our area.

This year, the Mother's of Brisbane is requesting use of Mission Blue for the event which will allow them to spread the sale over two days, conduct additional publicity to engage surrounding communities, and essentially increase fundraising revenues for the club. Funds


raised as a result of the event will support future MOB events and provide additional opportunities for the MOB member community.

Fiscal Impact

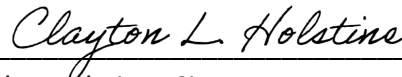
The Mother's of Brisbane Clothing Sale event qualifies under the Group II category for recreation facilities indoor use permits. Meeting the Group II requirements of being a resident non-profit with their event open to the general public qualifies them for free use of the facility and waives the deposit requirement. The Mother's of Brisbane is requesting the City's support by allowing use of the Mission Blue Center and waiving the requirement of the club to provide insurance. The MOB is asking for financial consideration for this year's event in the amount of \$107.40 for the waiving of the insurance requirement.

Attachments

1. Cosponsorship Event Application



Noreen Leek, Parks & Recreation Director



Clay Holstine, City Manager

CO-SPONSORSHIP EVENT APPLICATION

CITY OF BRISBANE, 50 Park Place, Brisbane, CA 94005
415 - 657-4320

1. ORGANIZATION INFORMATION

Organization: Mothers of Brisbane (MOB)

Contact Person: Michelle

Day Phone: 617-699-2402

Evening Phone: _____

Address: 222 San Benito Rd

City of Residence: Brisbane

Zip: 94005

2. FACILITY

Facility Requested: Mission Blue Center

If Mission Blue Center, specify room (s)

Costanos Room (Dance Floor) all rooms

Buckeye Room (Carpeted Room): ↓

Lupine Room (Conference Room): _____

Date and Time Requesting to Enter Facility:

1/27/22 @ 6pm

Date and Time Requesting to Leave Facility:

1/29/22 @ 5pm

3. Event Information

Date: 1-27-22 → 1-29-22 Day of Week: Thu → Sat # of Co-sponsored events this year 0

Starting Time of Event: 9 noon Ending Time of Event: 5 pm

Non Profit for Charity For Profit Fundraiser for Organization Use

150 Number attending under 18 years old: 50 18 - 20 years: _____ 21+ years: 100

Requesting Promotional Support

What is purpose of event: Rummage Sale

Will you need special sitting, tables, chairs, risers, etc.? Yes or No (please circle) Please explain if yes. All round tables + some rectangular tables + chairs

Will event require sound equipment? No Sound Technician? _____

Will event require theatrical lighting equipment? No Lighting Technician? _____

Will event require promotional support? Yes No If Yes, what is requested? Sign board and maybe ad in the Star

5. ALCOHOLIC BEVERAGES*

Will alcoholic beverages be served? Yes No Sold? Yes No

If selling alcohol, your group must obtain an Alcoholic Beverage Permit.

Please attach a copy of the permit.

ABC permits may be obtained from:

The State of California Alcoholic Beverage Control Department
185 Berry Street
San Francisco, CA 94107
415 / 557 - 3660

*Full Liquor Liability: If liquor, beer or wine is available for consumption and money is transacted in any form (i.e. for donation, for a ticket, for a meal, for entry to the event, for the beverage) then full liquor liability premiums are necessary.

6. ADMISSION FEES AND SALES*

Will there be an admission fee or booth fee?: Yes No Amount of Fee: _____

Will there be sales of novelties or goods?: Yes No

Will there be sales of food?: Yes No

(If yes, a Permit To Operate is required by the California Health and Safety Code. Applications can be obtained from the Brisbane Parks & Recreation Department 415 / 467-6330)

Does your group have a City of Brisbane License?: Yes No

* Additional insurance is required for exhibitors, non-food sales concessionaires and food sales concessionaires.

I have read and understand the Policy and Procedures for Event Sponsorship and hereby agree to comply with its content. I understand that failure to observe these regulations or City, State or Federal law will result in cancellation of my event and co-sponsorship status for future events.

Applicant's Signature  Date 11-3-22

