



CITY COUNCIL AGENDA REPORT

Meeting Date: 10/6/2022

From: Sara Nahass, Recreation Coordinator

Subject: Application for Event Cosponsorship

Community Goal/Result

Community Building

Purpose

Support local non-profit organizations.

Recommendation

Approve the 2022 San Bruno Mountain Watch conference as a co-sponsored event.

Background

San Bruno Mountain Watch's (SBMW) mission is to "preserve and protect the native ecosystems of San Bruno Mountain, in perpetuity". Their programs connect people to nature near where they live and help local communities learn about the importance of biodiversity as they nurture the landscapes of this unique place. San Bruno Mountain Watch emerged from the web of lively grassroots movements dedicated to protecting San Bruno Mountain. Today, they work to preserve open space through advocacy and partnerships with landowners and government officials from the surrounding cities and San Mateo County. Furthermore, the organization leads community-based stewardship programs that protect and care for the mountain's diverse habitats and they provide environmental education opportunities for students of all ages.

Discussion

SBMW is requesting use of the Mission Blue Center to host a book release, celebration, and fundraiser on Saturday, November 19th. The book is titled, *The Natural History of the San Bruno Mountains*, by Douglas Allshouse & David Nelson. This event will feature educational presentations & exhibits about the book and will reflect the cultural and natural history of San Bruno Mountain. There will also be book sales & signing in addition to food & beverages.

Fiscal Impact

The San Bruno Mountain Watch conference 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.

SBMW is requesting the City's support by allowing use of the Mission Blue Center and waiving the requirement of the club to provide insurance.

Attachments

1. Cosponsorship Event Application
2. ABC License Application

Sara Nahass

Sara Nahass, Recreation Coordinator

Clayton L. Holstine

Clay Holstine, City Manager

CO-SPONSORSHIP EVENT APPLICATION

CITY OF BRISBANE, 50 Park Place, Brisbane, CA 94005
415 - 508 - 2140

1. ORGANIZATION INFORMATION

Organization: San Bruno Mountain Watch

Contact Person: Ariel Cherbowsky Corkidi

Day Phone: 415-467-6631

Evening Phone: _____

Address: 44 Visitacion Ave., Suite 206

City of Residence: Brisbane

Zip 94005

2. FACILITY

Facility Requested: Mission Blue Center

If Mission Blue Center, specify room (s)

Costanos Room (Dance Floor)

Buckeye Room (Carpeted Room):

Lupine Room (Conference Room):

Date and Time Requesting to Enter Facility:

Saturday, November 19th 1pm

Date and Time Requesting to Leave Facility:

Saturday, November 19th 9pm

3. Event Information

Date: 11/19/22 Day of Week: Saturday # of Co-sponsored events this year 0

Starting Time of Event: 4pm Ending Time of Event: 8pm

Non Profit for Charity _____ For Profit _____ Fundraiser for Organization Use

Number attending under 18 years old: 25 18 - 20 years: _____ 21+ years: 175

Requesting Promotional Support

What is purpose of event: The event will be a celebration and fundraiser on the occasion of a book release. It will include educational presentations, book sales & signing, exhibits, and food/drinks.

The book, titled San Bruno Mountain: A Guide to the Flora and Fauna, by Douglas Allshouse and David Nelson, will be published in the Fall of 2022.

Will you need special sitting, tables, chairs, risers, etc.? Yes or **(No)** (please circle) Please explain if yes. _____

The tables and chairs that are already available at the Mission Blue Center will work well for us.

Chairs will be used to provide seating for the presentation room. Tables will hold hors d'oeuvres.

We will also use tables to hold educational materials like books, posters, fliers and more.

Will event require sound equipment? Yes Sound Technician? No

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

Will event require promotional support? Yes _____ No _____ If Yes, what is requested? _____

We would be grateful if the City of Brisbane could help promote this event through social media, the monthly newsletter ("the STAR"), and the City Manager's Weekly Update ("The Blast").

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: \$75

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

We are exempt from the business license requirement as a 501(c)(3) nonprofit organization as noted in 5.12.040 of the Brisbane Municipal Code.

* 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 6/28/22

DAILY LICENSE APPLICATION

ABC USE ONLY		
License #	Receipt #	Fee \$
Conditions Requested <input type="checkbox"/> Yes <input type="checkbox"/> No		Diagram Requested <input type="checkbox"/> Yes <input type="checkbox"/> No
License Type <input type="checkbox"/> B & W <input type="checkbox"/> General <input type="checkbox"/> Special		

Complete all applicable items. Submit this application to your local ABC District Office with the required fee (Cashier's Check or Money Order) payable to ABC. Once the daily license is issued, fees cannot be refunded. Listing of ABC District Office is available at <https://www.abc.ca.gov/contact/district-offices/>. Please visit <https://www.abc.ca.gov/abc-221-instructions/> for further instructions.

SECTION 1. ORGANIZATION AND LICENSE TYPE INFORMATION

Organization Name San Bruno Mountain Watch	Tax ID 94-3235791
Organization Mailing Address PO Box 53, Brisbane, CA 94005	

LICENSE TYPE

<input type="checkbox"/> Special Daily Beer and Wine (\$50.00) <input type="checkbox"/> Amateur Sports Organization <input type="checkbox"/> Charitable <input type="checkbox"/> Civic <input type="checkbox"/> Cultural <input type="checkbox"/> Fraternal <input type="checkbox"/> Political <input type="checkbox"/> Religious <input type="checkbox"/> Social <input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Daily General (\$75.00) <input type="checkbox"/> Political Party/Affiliate Supporting Candidate for Public Office or Ballot Measure <input checked="" type="checkbox"/> Organization Formed for Specific Charitable or Civic Purpose <input type="checkbox"/> Fraternal Organization in Existence over Five Years with Regular Membership <input type="checkbox"/> Religious Organization <input type="checkbox"/> Vessel per Section 24045.10 B&P (\$50.00)	<input type="checkbox"/> Special Temporary License (\$100.00) <input type="checkbox"/> Television Station per Section 24045.2 or 24045.9 B&P <input type="checkbox"/> Non-profit Corporation per Section 24045.4 and 24045.6 B&P <input type="checkbox"/> Person conducting Estate Wine Sale per Section 24045.8 B&P <input type="checkbox"/> Women's Educational and Charitable Organization per Section 24045.3 B&P <input type="checkbox"/> Other Special Temporary License Per Section: License #: Amount:
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SECTION 2. EVENT DETAILS

Event Dates November 19, 2022	Total # of Days 1	Hours of Alcoholic Beverage Sales, Service and/or consumption 4pm To 8pm	Virtual Event <i>Mark Yes, if the event is 100% virtual</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Event Address (Street #, name, and city) 475 Mission Blue Dr, Brisbane, CA 94005		Event Location Description (Jones Park, Pavilion A, etc.) Mission Blue Center	Location Within the City Limit <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Event Type <input type="checkbox"/> Barbeque <input type="checkbox"/> Dinner <input type="checkbox"/> Sporting Event <input type="checkbox"/> Birthday <input type="checkbox"/> Festival <input type="checkbox"/> Social Gathering <input type="checkbox"/> Concert <input type="checkbox"/> Lunch <input type="checkbox"/> Wedding <input type="checkbox"/> Carnival <input type="checkbox"/> Mixer <input checked="" type="checkbox"/> Other: Book Releas <input type="checkbox"/> Dance <input type="checkbox"/> Picnic		Type of Entertainment Book Signing, Educational Presentations	Event Open to Public <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Estimated Attendance 200		Security Guard If Yes, how many <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Outdoor Event <input type="checkbox"/> Yes* <i>*If Yes, a diagram of the event area is required</i> <input checked="" type="checkbox"/> No

REQUIRED

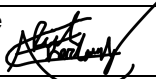
By checking this box, you are certifying that you understand the requirements detailed in Business and Professions (B&P) Code Section 25682(c) which state that a nonprofit organization that has obtained a temporary daily license from the department must designate a person(s) to receive RBS training certification prior to the event, and that designated person(s) shall remain onsite for the duration of the event.

SECTION 3. CONTACT INFORMATION

Contact Person Ariel Cherbowsky Corkidi	Phone Number 415-467-6631	Email Address ariel@mountainwatch.org
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SECTION 4. SIGNATURES AND APPROVALS

I attest that I am authorized by the organization named above to make this application on its behalf.

Organization's Authorized Representative Name Ariel Cherbowsky Corkidi	Phone Number 415-467-6631	Signature 	Date Signed 06/29/2022
Property Owner Approval By (Name) Required	Phone Number	Signature	Date Signed
Law Enforcement Approval By (Name), If applicable	Phone Number	Signature	Date Signed
District Office Approval By (Name)	Phone Number	ABC Employee Signature	Issuance Date

The above named organization is hereby licensed, pursuant to the California B&P Code Division 9 and California Code of Regulations, to engage in the temporary sale of alcoholic beverages for consumption at the abovenamed location for the period authorized above. B&P Code Section 25682(c) requires that a designated RBS-trained person(s) shall remain on site for the duration of the event. Failure to comply with this requirement will result in immediate cancellation of the permit. **This license may be revoked summarily by the Department if, in the opinion of the Department and/or the local law enforcement agency, it is necessary to protect the safety, welfare, health, peace and morals of the people of the State.**