



CITY COUNCIL AGENDA REPORT

Meeting Date: 10/6/2022

From: Noreen Leek, Parks & Recreation Director

Subject: Application for Event Cosponsorship

Community Goal/Result

Community Building

Purpose

Support local non-profit organizations.

Recommendation

Approve the 2022 Chamber Presents fundraiser as a co-sponsored event.

Background

The Brisbane Chamber of Commerce is non-profit 501(c)(6) organization created through a partnership of businesses, civic leaders, and residents working together to enhance Brisbane's economic landscape. Their members include businesses of all sizes, in a myriad of sectors. From sole proprietorships to Fortune 500 companies, the Chamber works collaboratively with businesses to help increase their visibility in the community, connect them with vital resources, and advocate for their interests at the local, regional, and state levels. The Chamber organizes mixers, grand opening ribbon-cutting ceremonies, produces Brisbane's only business and community journal, provides college scholarships, and coordinates a job-shadowing program for students. The Chamber Board includes senior executives from a cross section of companies.

Discussion

The Chamber is looking to host a cabaret show, "Chamber Presents", on November 12th for the community with proceeds benefitting the Chamber's scholarship fund. If successful, the Chamber may propose offering a series of events/performances similar to the former "Live at Mission Blue" series. This would assist the Chamber with celebrating their upcoming Diamond Jubilee and allow them to utilize future funds raised to support other local non-profits.

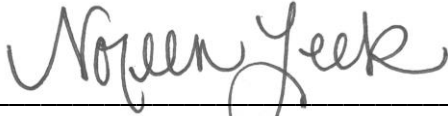
Fiscal Impact

The Chamber of Commerce 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.

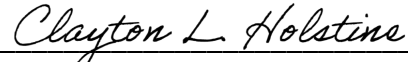
The Chamber is requesting the City's support by allowing use of the Mission Blue Center and waiving the requirement to provide insurance.

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: Brisbane Chamber of Commerce

Contact Person: Madison

Day Phone: 415-706-5276
Davis

Evening Phone: 415-706-5276

Address: 50 Park Place, Brisbane CA 94005

City of Residence: Brisbane

Zip 94005

2. FACILITY

Facility Requested: Mission Blue Center

If Mission Blue Center, specify room (s)

Costanos Room (Dance Floor) X

Buckeye Room (Carpeted Room): X

Lupine Room (Conference Room): X

Date and Time Requesting to Enter Facility:

11/12/22 at 1 pm

Date and Time Requesting to Leave Facility:

11/12/22 at 10:30 PM

3. Event Information

Date: 11/12/22 Day of Week: Saturday # of Co-sponsored events this year 0

Starting Time of Event : 7 PM Ending Time of Event: 9/9:30 pm

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

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

 Requesting Promotional Support

What is purpose of event: The Chamber is looking to host a Cabaret show for the community with proceeds benefiting our organization. If the event is a success, we would like to have a series of shows similar to "Live at Mission Blue" to celebrate the Chamber's upcoming Diamond Jubilee and to hopefully use future events to benefit not only the Chamber, but other non-profits

Will you need special sitting, tables, chairs, risers, etc.? Yes or No (please circle) Please explain if yes.
Likely just chairs. We plan to provide our own tables

Will event require sound equipment? Yes (we will provide)

Sound Technician? Yes (we will provide)

Will event require theatrical lighting equipment? Yes (we will provide)

Lighting Technician? Yes (we will provide)

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

Sharing Flyer and posting to sign board

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: TBD

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

Will there be sales of food?: Yes No

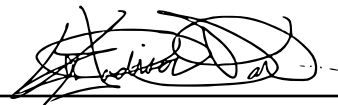
(If yes, a Permit To Operate is required by the California Health and Safety Code. Applications can be obtained from the Brisbane Parks & Recreation Department 415 / 467-6330)

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 9/14/22