



City of Grass Valley City Council Agenda Action Sheet

Title: Ticket and Pass Distribution Policy

CEQA: Not a project.

Recommendation: That the City Council approve the Ticket and Pass Distribution Policy, ensuring that all tickets and passes distributed by the City are used in furtherance of public purposes, in compliance with the Fair Political Practices Commission (FPPC) regulations under Section 18944.1.

Prepared by: Taylor Whittingslow, Deputy City Manager

Council Meeting Date: 10/22/2024

Date Prepared: 10/17/2024

Agenda: Consent

Background Information: The FPPC regulations require that any distribution of tickets or passes by a public entity be documented and reported if they are provided to a public official for no or inadequate consideration. This policy is necessary to ensure transparency and accountability in ticket and pass distribution, aligning with the City's commitment to ethical governance.

The Ticket and Pass Distribution Policy sets forth guidelines and procedures for distributing tickets and passes to City officials or at their request. It ensures that such distribution serves a legitimate public purpose and is reported according to FPPC regulations.

Key Aspects of the Policy:

1. **Public Purpose Requirements:** Tickets or passes distributed to City officials must serve specific public purposes, such as promoting City events, highlighting community resources, or supporting economic development. The City Manager or their designee will ensure that each distribution meets one of the identified purposes.
2. **Reporting Requirements:** The distribution of tickets or passes must be reported on FPPC Form 802 within 45 days of issuance. The report will be posted on the City's website and shared with the FPPC for transparency.
3. **Exemptions:** The policy details certain exemptions, such as tickets or passes received from sources other than the City, ceremonial roles, or when tickets are treated as taxable income.
4. **Restrictions:** Tickets or passes distributed under this policy cannot be sold,

transferred, or reimbursed. They are intended for personal use only by the City official or their immediate family.

5. **Delegation of Authority:** The City Manager will have the authority to distribute tickets and passes, ensuring proportional and equitable distribution among City officials.

Adopting the Ticket and Pass Distribution Policy provides a clear framework for the lawful distribution of tickets and passes, ensuring compliance with FPPC regulations and reinforcing the City's commitment to ethical governance.

Council Goals/Objectives: This executes portions of work tasks to achieve/maintain the Strategic Plan—Open and Collaborative City Government.

Fiscal Impact: N/A

Funds Available: N/A

Account #: N/A

Reviewed by: City Manager

Attachments:

1. Ticket and Pass Distribution Policy
2. FPPC Form 802 (Sample)