

SIGNATURES ON FILE

DATE: March 14, 2019

TO: HONORABLE MAYOR LEE BRAND
Office of the Mayor & City Manager

THROUGH: WILMA QUAN, City Manager
Office of the Mayor & City Manager

FROM: SCOTT MOZIER, PE, Director
Public Works Department

SUBJECT: CITY MANAGER'S POLICY
STADIUM SKYBOX/LUXURY SUITE INFORMATION

The following information is a reminder of Policy, other information and the Luxury Suite schedule for events at Chukchansi Stadium. The management and maintenance of this process lies with Public Works/Facilities Management Division, under the direction of the City Manager's Office.

POLICY

At the request of a public official, the City shall only provide a ticket or tickets to the City Skybox (Suite 24) at Chukchansi Stadium under any of the following City public and governmental purposes:

1. Promotion of local and regional businesses, economic development and tourism activities and of job creation opportunities within the City
2. Promotion of City-controlled or sponsored events, activities or programs
3. Promotion of community programs and resources available to City residents, including non-profit organizations and youth programs
4. Promotion of fundraising activities by non-profit organizations to support programs and activities benefiting City residents
5. Encouragement and reward for significant academic, athletic, or public service achievements by City students, residents, or businesses
6. Promotion of City-owned facilities, businesses and resources

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7. Promotion of intergovernmental relations with elected or appointed officials from other jurisdictions, including foreign officials, dignitaries, their staff members and guests
8. Recognition or reward for meritorious services by City employees to promote enhanced City employee performance or morale
9. Any purpose similar to above included in any City contract or Council action
10. Elected officials or members of the legislative or governing body of the City may use tickets for their immediate family or no more than one guest solely for their attendance at a Stadium event.

Official City business does not include:

1. Campaign purposes
2. Personal business

FRESNO GRIZZLIES (BASEBALL) TICKET POLICY

Tickets will be distributed in the following manner:

1. Mayor and Councilmembers: Twelve (12) tickets for seven (7) days each may be distributed to, or at the behest of, the Mayor and each Councilmember, in accordance with this policy.
2. City Manager, Economic Development Director, City Department Staff and Community Groups and Non-Profits (which may be used for fundraising purposes): Sixteen (16) days are reserved. These tickets will be distributed by the Facilities Management Division of the Public Works Department, under direction from the City Manager's Office. The City desires to maximize the effective use of the tickets for economic development purposes. As such, after tickets have been distributed to the Mayor and Councilmembers, priority shall be given to the Economic Development Director for scheduling purposes.

REPORTING

The Mayor's Office, City Council Members, and the City Manager's Office are required to fill out Section 3 and 4 of the California Form 802, Tickets Provided by Agency Report. This report will be provided for each set of tickets by the Facilities Management Division and must be returned no later than seven (7) days after the recipient has been identified.

The Facilities Management Division will be responsible for completing the report for the tickets given to the City Departments and Staff, Community Groups and Non-profits. All completed forms will be posted on the Facilities Management page of the City's website in accordance with the Fair Political Practices Commission's Form 802 policy.

SKYBOX/LUXURY SUITE EXPENSES

When applicable, the cost for food, beverages, and any additional tickets beyond the initial twelve (12), is the responsibility of the ultimate recipient or host of each date.

BENEFITS

Some of the benefits of this process are:

1. Full use of the Luxury Suite on designated game days
2. Supporting the mutual interest of the organizers, which allows for networking and business discussions with the appropriate levels of confidentiality
3. Simplified approach, providing maximum use of Luxury Suite benefits
4. Equitable distribution of Luxury Suite use among elected officials, City employees, and community partners with a focus and priority on economic development and community revitalization

OTHER ISSUES

1. **Tickets distribution:** The distribution of all tickets is coordinated through the Facilities Management Division. The main contact is Maddie Morse at 621-1211.
2. **Additional tickets:** A maximum of six (6) additional tickets can be purchased. The cost is \$15.00 per ticket and will be the responsibility of the designated recipient of tickets for that date. These tickets need to be reserved and will be available at the Will Call window next to the VIP entrance. Contact the Grizzlies' ticket office at 320-8497.
3. **Food/Beverages:** It is recommended that all orders be placed at least five (5) business days prior to games. Last minute, short notice, event day items are available by contacting Kendyl Brown at 320-2561 or kbrown@prosportscatering.com.
4. **Switching dates:** All date switching or sharing needs to be communicated to the Facilities Management Division so they are aware of who will be responsible for which dates.

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If you have additional concerns or questions about the Skybox/Luxury Suite use, please contact Maddie Morse at 621-1211.

Attachments: Title 2, California Code of Regulations Section 18944.1
 Resolution 2009-80
 California Form 802 (to be completed and returned to Facilities)
 Luxury Suite Use Schedule for 2019