



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** October 7, 2025  
**TOO:** LaTanya Bellow, City Manager  
**OF FROM:** Rebecca Sermeno, Community Services Director  
**SUBJECT:** **Resolution Of The City Council Of The City Of Emeryville Accepting A Donation In The Amount Of \$6,000 From Stanford Health Care To The Community Services Department To Support Annual Community Events, To Be Recorded In 5410-62600 When Received And To Be Expended From 5410-73500**

### RECOMMENDATION

Staff recommends that the City Council adopt a resolution approving a \$6,000 donation from Stanford Health Care to the Community Services Department to support Annual Community Events.

### BACKGROUND

To enhance the Community Events offered in Emeryville, the Community Services Department has fostered a partnership with Stanford Health Care to provide support for the City's annual Harvest Festival and Healthy Families Festival. This donation will be used to support the operating costs of these events.

### DISCUSSION

The Community Services Department offers several annual Community Events that are free to attendees. With the help of our community partners, City staff can offer more activities to those who attend such as interactive bounce houses, rock walls, as well as giveaway items.

On June 9, 2016, the City of Emeryville adopted Administrative Instruction No. 111 COE/MESA Personnel Rules and Regulations: Section 4.11 Authorized Compensation and FPPC Regulations 18944 and 18950.1 which provides that "Donations to the City, valued at more than \$250: Monetary or in-lieu donations to the City of Emeryville by private individual or corporations, valued at more than \$250 must be approved by resolution of the City Council." (See AI 101: Council Agenda Procedures).

### FISCAL IMPACT

There will be no fiscal impact to accepting these funds aside from administrative staff time to facilitate the partnership and ensure that all requirements have been met. Funds will be recorded in the General Fund in account 5410-62600 when received and will be expended from 5410-73500.

**STAFF COMMUNICATION WITH THE PUBLIC**

None

**APPROVED AND FORWARDED TO THE  
CITY COUNCIL OF THE CITY OF EMERYVILLE:**

A handwritten signature in blue ink, appearing to read "LaTanya Bellow". The signature is fluid and cursive, with a large initial "L" and "B".

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LaTanya Bellow, City Manager

**ATTACHMENTS**

1. Resolution