

**CITY OF LA PALMA**  
**COUNCIL POLICY**

**NUMBER:** 17

**DATE ADOPTED/AMENDED:** February 16, 1988; September 15, 1988;  
August 16, 2005, March 17, 2009

**SUBJECT:** Representation of the City at Special Events

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**POLICY:**

When the City of La Palma is invited to be represented at an event, it shall be a policy of the City Council to authorize one or more members to represent the City at such events at City expense without prior approval of the Council, so long as the cost of attending the event does not exceed \$100 per person. If the cost is more, attendance shall be placed on a City Council agenda and authorization given for one or more to attend on a case-by-case basis.

This policy is for social and charitable events. At no time shall City funds be used to attend an event which is associated with a political party, or to further the candidacy of a candidate for municipal, state or federal office.

In accordance with current statutes, the payment for authorized attendance will be for the Councilmember only.

**Ticket Distribution Policy**

Distribution of tickets that have been received from public or private entities or individuals, purchased by the City, or for City events, to members of the City Council, City staff, or to City volunteers shall be subject to all Fair Political Practices Commission (FPPC) regulations as may be set from time to time.

**Definitions**

The following terms shall have the meanings set forth herein:

- a. "City Official" shall mean and refer to a City "public official", as that term is defined by Government Code Section 82048 and FPPC Regulation 18701.
- b. "FPPC" shall mean and refer to the California Fair Political Practices Commission.
- c. "Policy" shall mean and refer to this Ticket Distribution Policy.

- d. "Ticket" shall mean and refer to a "ticket or pass" as those terms are defined in FPPC Regulation 18944.1, as amended from time to time (as of the date of the initial adoption of this Policy, the terms "ticket or pass" mean admission to a facility, event, show, or performance for an entertainment, amusement, recreational, or similar purpose).

Purpose of Policy

The purpose of this Policy is to ensure that all tickets the City receives from public and private entities and individuals, which the City purchases, or which the City owns because of its control of the event or facility, are distributed in furtherance of a public purpose of the City.

Limitation

This Policy shall only apply to the City's distribution of tickets to, or at the behest of, a City Official.

Public Purposes

The distribution of any ticket by the City to, or at the behest of, a City official shall accomplish one or more public purposes of the City. The City may accomplish one or more public purposes of the City through the distribution of tickets to, or at the behest of, a City Official. The following list is illustrative rather than exhaustive, of the public purposes of the City that may be served by City Officials attending events using tickets distributed to them by the City:

- a. Promotion of business activity and residential occupancy within, and business relocation to, the City.
- b. Promotion of the quality of life in the City.
- c. Promotion of community resources available to City residents, including charitable and nonprofit organization resources.
- d. Promotion of City resources available to City residents.
- e. Promotion of community programs available to City residents, including charitable and nonprofit organization programs.
- f. Promotion of City-run, sponsored, or supported community programs.
- g. Promotion of City facilities available for City resident use.
- h. Promotion of City recognition, visibility, and/or profile on a local, state, national, or international scale.
- i. Recognition of City-sponsored community service organizations and programs that provide benefit to the City, its

residents or businesses, including but not limited to Volunteers in Policing, SCORE, and Neighborhood Watch.

- j. Recognition of community service organizations and programs not sponsored by the City but which provide benefit to the City, its residents or businesses, including but not limited to American Cancer Society, Chamber of Commerce, and Kiwanis.
- k. Recognition of local governmental agencies and programs providing services within the City, or providing benefits to the City, its residents or businesses, including but not limited to local water and wastewater agencies, local school districts, Cypress College, the Orange County Library, Orange County Animal Care Services, and the Orange County Fire Authority.
- l. Recognition of residents or businesses in La Palma honored for providing services to the City or benefits to the City, its residents or businesses.
- m. Promotion of City issues and interests at events sponsored by other governmental entities and government-related industry groups, and non-profit organizations, including but not limited to state of the city events sponsored by adjacent cities, League of California Cities events, Orange County Division of League of California City events, and California Redevelopment Association events.
- n. Information-gathering and education regarding matters of local, regional and state-wide concern that affect the City.
- o. Attendance at events sponsored by other local governmental agencies, government-related industry groups, and non-profit organizations, for the purpose of meeting and conferring with other governmental officials or business representatives regarding issues of interest to or affecting the City.

Transfer Prohibition

The transfer by any City Official of any ticket distributed to such City Official pursuant to this Policy to any other person, except to members of the City Official's immediate family for their personal use, is prohibited.

Designation of Agency Head

For the purpose of implementing this policy, and completing and posting the FPPC California Form 802, the City Manager or their designee shall be the "Agency Head."

Website Posting

The Ticket Distribution Policy set forth above shall be posted on the City website in a prominent fashion and the distribution of a ticket or tickets pursuant to this policy shall be posted on the City website in a prominent fashion within thirty (30) days after the ticket distribution. Such posting shall use FPPC California Form 802 or such alternate form as from time to time the FPPC may designate.

**BACKGROUND:**

Councilmembers representing the City of La Palma are occasionally invited to events that are social or charitable in nature. In order to exercise fiscal responsibility, Councilmembers requested guidance on deciding which events are beneficial to the City and should be attended by one or more members. The policy was expanded in March 2009 to incorporate a ticket distribution policy in response to FPPC regulations.