



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: City Administrator Dan Wietecha
Date: February 3, 2020
Item: League of Women Voters Special Event Request

Council Action Requested:

Designate the League of Women Voters of Dakota County (LWVDC) and American Association of University Women Hastings branch (AAUW) voter information session on Minnesota's new presidential nominating primary process as a special event.

Background Information:

LWVDC and AAUW have scheduled a voter information session on Minnesota's new presidential nominating primary process for 9:00 to 1:00 on Saturday, February 15, in the Council Chambers. A representative of from the Secretary of State's Office will be the feature presenter.

The event is free and open to the public; an estimated 50 to 75 people may attend.

Hastings Community Television has tentatively agreed to taping and broadcasting the event.

LWVDC and AAUW are non-profit, non-partisan organizations. This event can be classified as a Tier-2 Special Event per the City Council adopted Special Event Policy.

Financial Impact:

The City's Special Event Policy states, "The City may provide up to 75% of related personnel and/or City equipment to assist Special Events operated by Tier 2 organizations." Event costs include rental of the Council Chambers. LWVDC and AAUW will pay \$40, and the City will provide \$120 of support (rental of facility).

Item	Full Price	City 75%	Event 25%
Facility Rental (4 hours)	\$160	\$120	\$40

Advisory Commission Discussion:

N.A.

Council Committee Discussion:

N.A.

Attachments:

N.A.