



CITY OF BEVERLY HILLS STAFF REPORT

Meeting Date: January 12, 2010
To: Honorable Mayor & City Council
From: Cheryl Friedling, Deputy City Manager for Public Affairs
Subject: Request by Beverly Hills Municipal League to Utilize City Facilities
to Conduct a Town Hall Meeting
Attachments: None

INTRODUCTION

The Beverly Hills Municipal League has requested that the City provide the City Council Chamber and cable broadcasting capabilities to conduct a community meeting on the topic of education in mid-February, 2010. It is anticipated that a representative of The Municipal League will attend the City Council Study Session on January 12, 2010 to explore this possibility.

The City has provided the Council Chambers and cable television capabilities in the past for non-partisan city-wide candidate forums to educate the community and promote representative governance. These forums have been sponsored by established community organizations, including Beverly Hills' homeowners' associations, local leagues (e.g., Municipal League and League of Women Voters), the Beverly Hills Chamber of Commerce, and Beverly Hills community newspapers.

In each situation, the sponsoring organization has been responsible for the format, content and promotion of each event. A City Council Ad Hoc Committee was appointed to establish requirements for many of these forums hosted in the Council Chambers.

DISCUSSION

Availability: The City Council Chamber is currently available on the following February dates: February 17, 18, 22, 23, 24, 25. Rooms A/B would be used as 'overflow' space. However, on these dates, Commission meetings have been scheduled in Room A until 6:00 pm, except February 24 when it is reserved until 11:00 pm. Staff would need to

request that the Commission meeting either end on time or be relocated, should the Council authorize a town hall meeting on one of these dates.

Occupancy: The Council Chamber can accommodate 180 people.
Council Room A can accommodate 50 people.
Council Room B can accommodate 30 people.
The Municipal Gallery can accommodate 180 people.

FISCAL IMPACT

If approved by the City Council, staff would manage the facility and broadcasting of the town hall meeting. The cost is approximately \$1,500 - an amount which has not been included in the City's 2009-10 fiscal budget. This amount includes costs for the cable staff, one police officer, one park ranger and one facilities staffer.

RECOMMENDATION

It is recommended that the City Council provide direction to staff regarding the pending request to provide the City Council Chamber for a town hall forum, and if desired, designate the criteria for using the City's facilities for sponsorship of this event.

Cheryl Friedling
Approved By

