



Office of the Mayor

CONSENT CALENDAR
September 18, 2007

TO: Members of the City Council
FROM: Mayor Tom Bates
SUBJECT: Berkeley Holiday Fund

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute a contract with the Berkeley Holiday Fund in an amount not to exceed \$450.00 to fund the reproduction of grant request forms and first class postage.

BACKGROUND:

The Berkeley Holiday Fund has helped make the holiday season happier for hundreds of Berkeley's neediest residents for 95 years. An all-volunteer organization, the Berkeley Holiday Fund has been partnering with twenty-four Berkeley service agencies, such as the Center for Elder Independence, the YMCA, Berkeley Head Start, and the Berkeley Health Department. By keeping operating costs to a minimum, the Berkeley Holiday Fund ensures that all contributions go directly to help those who need it the most. In 2006, they were able to bring a little cheer into the lives of over 800 Berkeley citizens distributing about \$40,000.

The Mayor's office has actively participated in this program for over 20 years by printing application cards and supplying first class postage to Berkeley Holiday Fund recipients. This year, the Berkeley Holiday Fund anticipates distributing 1,000 request forms and making 900 grants.

This item requests the City Council approve an expenditure, not to exceed \$450, from the Mayor's office budget to cover reproduction costs and postage.

FINANCIAL IMPLICATIONS:

Up to \$450 from budget code 010-0101-410-5511.

CONTACT PERSON:

Mayor Tom Bates 510-981-7100

Attachments

1. Draft Resolution
2. Berkeley Holiday Fund Letter

RESOLUTION NO
AUTHORIZING THE EXPENDITURE OF SURPLUS FUNDS FROM THE OFFICE
EXPENSE ACCOUNT OF THE MAYOR A FOR A GRANT TO PROVIDE PUBLIC
SERVICES FOR A MUNICIPAL PUBLIC PURPOSE

WHEREAS, Mayor Bates has surplus funds in his office expenditure account (budget code 010-0101-410); and

WHEREAS, a California non-profit tax exempt corporation, the Berkeley Holiday Fund, seeks funds in the amount of up to \$450.00; and

WHEREAS, the provision of these funds would fulfill the municipal public purpose of providing support to an organization that provides monetary assistance through grants to Berkeley's neediest citizens; and

WHEREAS, the Berkeley Holiday Fund has been making these small grants to Berkeley's neediest citizens for 95 years; and

WHEREAS, in 2006 the Berkeley Holiday Fund distributed nearly \$40,000 to over 800 Berkeley residents; and

WHEREAS, Berkeley Holiday Fund partners with 24 Berkeley service agencies including the Center for Elder Independence, the YMCA, Berkeley Head Start, and the Berkeley Health Department; and

WHEREAS, the Berkeley Mayor's Office has supported the Berkeley Holiday Fund's efforts for over 20 years by reproducing request forms and providing first class postage costs.

NOW THEREFORE BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a contract with the Berkeley Holiday Fund in the not to exceed amount of \$450.00 to fund the reproduction of grant request forms and first class postage.

BERKELEY HOLIDAY FUND

Post Office Box 9779 • Berkeley, California 94709

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Calvin Fong
City of Berkeley Mayor's Office
Community Liaison
2180 Milvia Street, 5th Floor
Berkeley, CA 94704

Dear Calvin:

As we discussed on the phone today, the Berkeley Holiday Fund would appreciate the continued support of the Mayor's Office. As you know, the Berkeley Holiday Fund has helped make the holiday season happier for hundreds of Berkeley's neediest residents for 95 years. Partnering with twenty-four Berkeley service agencies, such as the Center for Elder Independence, the YMCA, Berkeley Head Start, and the Berkeley Health Department, we were able to bring a little cheer into the lives of over 800 Berkeley Citizens in 2006, distributing about \$40,000.

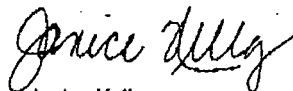
For many years, the Berkeley Mayor's Office has assisted us by funding the printing of the cards we distribute to the agencies and providing stamps to mail checks to recipients. This support reduces our costs and allows us to assure that the maximum amount of funds goes to recipients.

We anticipate that we will distribute 1,000 cards to agencies this year and that we will need first class postage for about 900 checks. While we fund every request we receive, the number of requests from agencies varies from year to year and we only send one check to individuals recommended by more than one agency.

Since this type of expenditure now requires Council approval, we are requesting your help in obtaining that approval.

Thank you again for all the support you have provided in the past to this uniquely Berkeley fund.

Best regards,



Janice Kelly
Berkeley Holiday Fund

510-528-1544

sent
August 16, 2007.

