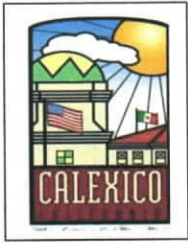


AGENDA  
ITEM

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# AGENDA STAFF REPORT

**DATE:** November 22, 2022

**TO:** Mayor and City Council

**APPROVED BY:** Esperanza Colio Warren, City Manager *Esperanza Colio Warren*

**REVIEWED BY:** Sandra L. Fonseca, Interim City Director *Sandra L. Fonseca*

**PREPARED BY:** Norma Gerardo, Recreation Manager *Norma Gerardo*

**SUBJECT:** Approval of up to \$5,000.00 for Expenses Related to the City of Calexico Tree Lighting Ceremony on December 8, 2022

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**Recommendation:**

Approval of up to \$5,000.00 for Expenses Related to the City of Calexico Tree Lighting Ceremony on December 8, 2022.

**Background:**

Every year, Public Works Department installs a 25 ft. Christmas tree on top of the main entrance at City Hall, and the City hosts a tree lighting ceremony.

On November 17, 2022, the City Council of the City of Calexico met in a special meeting and approved to install the City's Christmas Tree at Rockwood Avenue Promenade, to schedule the Tree Lighting/Ribbon Cutting Ceremony for December 8, 2022, and to adopt a budget amendment resolution for Fund No. 255 – American Rescue Plan Act (ARPA) for the purchase of a new tree and tree ornaments in the amount of \$3,500.00.

**Discussion & Analysis:**

Various City Departments are working together to organize and coordinate this year's Tree Lighting Ceremony/Ribbon Cutting. The event has been scheduled to begin 5:30 p.m. and will feature food vendors, a presentation from Recreation's Folkloric Dance Class, and a visit from Santa Claus.

**Fiscal Impact:**

General Fund – Recreation Department

EXPENDITURES	
111-50-520-53029-608	\$5,000.00
TOTAL	\$5,000.00

<b>AGENDA ITEM</b>
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**Coordinated With:**

Finance Department.

**Attachment(s):**

None.