

POLICY REGARDING DISTRIBUTION OF TICKETS AND PASSES
BY THE SAN FRANCISCO RECREATION AND PARK DEPARTMENT

Policy Date: September 2009

Fair Political Practices Commission Regulation 18944.1, subsection (c), requires that certain distributions of tickets or passes by a government agency to, or at the behest of, its employees and officers must be made pursuant to a duly adopted written policy.

Such policy shall (1) require that the distribution of tickets or passes by the agency to, or at the behest of, an employee or officer accomplish a public purpose of the agency, (2) set forth the public purposes of the agency to be accomplished by the distribution of tickets or passes, and (3) prohibit the transfer of any ticket or pass from an employee or officer to any other person, except to members of the employee's or officer's immediate family solely for their personal use.

1. **Public Purposes of Distribution of Tickets or Passes.** The distribution of any ticket or pass by the Department to, or at the behest of, an employee or officer shall promote one of the following public purposes:

- Promotion of economic development and employment in the City.
- Supporting local businesses.
- Increasing City tourism, including conferences, conventions, and special events.
- Raising awareness of resources available to City residents, including charitable and nonprofit organization resources.
- Ensuring the officials are familiar with public resources available to City residents.
- Promoting the use of City-run, sponsored or supported community programs.
- Highlighting community programs within the City, including programs supported by charitable and nonprofit organizations.
- Monitoring and maintenance of public facilities available for City resident use.
- Promoting private facilities available for public use, including charitable and nonprofit organization facilities.
- Participating in exchange programs with foreign officials and representatives.
- Increasing public exposure to, and awareness of, the recreational, cultural, and educational facilities available to the public within the City.
- Gathering public input on City facilities and spaces.
- Furthering any other public purpose that a City department or commission is required or authorized by law to pursue.
- Any purpose similar to the above identified in any City contract.

2. **Prohibition on Transfer.** An employee or officer who has received a ticket or pass distributed under this policy shall not transfer such ticket or pass to any other person, except to the employee or officer's spouse, domestic partner recognized by state law, or dependent children, solely for their personal use.

3. **Disclosure.** The Department shall report the distribution of any tickets or passes under this policy by posting on its website in a prominent fashion within 30 days after the

ticket distribution all information required by State law. The Department shall comply with this requirement by posting FPPC Form 802, as amended from time to time by the FPPC.

The Department shall post this policy on its website in a prominent fashion.