DATE: January 10, 2023

TO: Mayor and Council Members

FROM: Parks, Recreation and Community Services Department

SUBJECT: Payment of Invoice – Cathy Thompson

It is recommended that the Mayor and Council Members authorize payment of an invoice submitted by Cathy Thompson, for providing musical performance services for the City’s 2022 Holiday Tree Lighting Ceremony, in the amount of $600. (General Fund)

BACKGROUND:
On December 1, 2022, the City of Inglewood hosted its annual Holiday Tree Lighting Ceremony. Consistent with past years, the 2022 Holiday Tree Lighting Ceremony included entertainment from community groups and recording artists, refreshments, lighting of the City’s 36-foot Christmas tree, and a special holiday visit by Santa. Cathy Thompson was contracted via a short form agreement executed in advance of the event to perform a musical set, which she did to rave reviews by the event audience.

DISCUSSION:
During the event, the main artist of the evening was delayed in getting to stage, resulting in the need to fill space. Cathy Thompson, who had already performed, was asked to perform a second set, to allow time for the main artist to arrive. Ms. Thompson performed a second set and, as such, is due a payment for additional services.

FINANCIAL/FUNDING ISSUES AND SOURCES:
Funds in the amount of $600 are available in the Fiscal Year 2022-2023 Budget under Account Code No. 001-070-7011-45008 (General Fund – PRLS – Special Events – City Promotional Activities).

DESCRIPTION OF ANY ATTACHMENTS:
Attachment No. 1: Invoice

PREPARED BY:
Sabrina Barnes, Parks, Recreation and Community Service Director

COUNCIL PRESENTER
Sabrina Barnes, Parks, Recreation and Community Service Director
APPROVAL VERIFICATION SHEET

DEPARTMENT HEAD APPROVAL:  
Sabrina Barnes, Parks, Rec., & Comm Svcs. Director

ASSISTANT CITY MANAGER APPROVAL:  
Louis Atwell, Assistant City Manager

CITY MANAGER APPROVAL:  
Artie Fields, City Manager
ATTACHMENT NO. 1
Cathy Thompson
4326 Arabella Street
Lakewood, CA 90712

P: 562-826-3044
Email - castellamusic947@gmail.com
Website - www.castellamusic.com

Bill To: City of Inglewood
Address: One W. Manchester
Inglewood, CA 90301

310-412-8750
Fax: sbarnes@cityofinglewood.org

Invoice #: 008
Invoice Date: 11-26-22

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Qty</th>
<th>Unit Price</th>
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<td>Perform during City of Inglewood Holiday Tree Lighting Ceremony (Additional request)</td>
<td>$</td>
<td>600.00</td>
<td>$</td>
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Invoice Subtotal $ 600.00
Tax Rate
Sales Tax $ -
Other
Deposit Received

TOTAL $ 600.00

Make all checks payable to Cathy R. Thompson