



COUNCIL AGENDA: 4/18/2023

ITEM: 2.11

FILE NO: 23-595

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT: SEE BELOW**

**DATE:** April 18, 2023

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**SUBJECT: Retroactive Approval of Multiple Special Events Sponsored by Council District 3 as City Council Sponsored Special Events to Expend City Funds and Accept Donations of Materials and Services for the Events**

## **Recommendation**

As recommended by the Rules and Open Government Committee on April 12, 2023:

- (a) Retroactively approve the Business Safety Meeting scheduled on February 22, 2023 as a City Council sponsored Special Event and approve the expenditure of funds;
- (b) Retroactively approve the Cafecito scheduled on March 2, 2023 as a City Council sponsored Special Event and approve the expenditure of funds;
- (c) Retroactively approve the Community Swearing In scheduled on March 16, 2023 as a City Council sponsored Special Event and approve the expenditure of funds; and
- (d) Approve and accept donations from various individuals, businesses, or community groups to support the events.

CEQA: Not a Project, File No. PP17-011, Temporary Special Events resulting in no changes to the physical environment. (Torres)

[Rules Committee referral 4/12/2023 - Item B.5]



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Omar  
Torres- District 3

**SUBJECT:** SEE BELOW

**DATE:** April 3<sup>rd</sup>, 2022

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF EVENT SPONSORED BY COUNCIL DISTRICT 3 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

## **RECOMMENDATION**

1. Retroactively Approve the Business Safety Meeting event scheduled on February 22<sup>nd</sup>, 2023 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Retroactively Approve the Cafecito event scheduled on March 2<sup>nd</sup>, 2023 as a City Council sponsored Special Event and approve the expenditure of funds.
3. Retroactively Approve the Community Swearing in event scheduled on March 16<sup>th</sup>, 2023 as a City Council sponsored Special Event and approve the expenditure of funds.
4. Approve and accept donations from various individuals, businesses, or community groups to support the event.
5. Place the item on the April 18<sup>th</sup>, 2023 Council Agenda for action.

## **BACKGROUND**

On February 1, 2005, the City Council adopted Resolution 72517 which requires Councilmembers to submit a memorandum to the Rules Committee regarding proposed City Council sponsored Special Events and the proposed use of any funds.

The Business Safety Meeting was held on February 23<sup>rd</sup>, 2023 at Friendship Hall and sponsored by Councilmember Omar Torres. This special event brought the community together to discuss public safety with the Councilmember, City Staff, and connecting them to resources. The event was free and open to the public.

The Cafecito event was hosted on March 2<sup>nd</sup>, 2023 at Ducinea Coffee Co at 795 S Second St, San Jose, CA 95112. This special event invited community members to have coffee with the councilmember and bring ideas, issues, or concerns from their neighborhood to him, while also receiving resources from our office. The event was free and open to the public.

The Community Swearing-In event hosted on March 16<sup>th</sup> at the San José Museum of Art, connected District 3 residents to their newly elected councilmember. They got to meet the councilmember, his staff and heard his policy priorities. Residents also enjoyed cultural performances. The event was free and open to the public.

### **ANALYSIS**

Approval by the City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. In observance of existing fundraising disclosure requirements, Councilmember Omar Torres will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable Council District 3, City departments and the Office of the City Clerk to proceed with the event. Any cash donations received will be processed pursuant to the City's normal financial and budgetary procedures.

### **PUBLIC OUTREACH/INTEREST**

The Office of the City Clerk will post the item on the City's Website for the April 12<sup>th</sup>, 2023 Rules Committee Agenda and the April 18<sup>th</sup> 2023, City Council Agenda.

### **CEQA**

- Not a Project, File No. PP10-069(c), City Administrative Activities.
- Exempt, File No. PP12-080. Minor temporary use of land having negligible or no permanent effect on the environment.
- Exempt, File No. PP13-056, Activities associated with citywide litter clean-up activities.
- Exempt, File No. PP11-046, Graffiti removal services.

Reviewed by:

TONI J. TABER, CMC  
City Clerk

For questions, please contact Toni Taber, City Clerk, at (408) 535-1260.