



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Toni J. Taber, MMC
City Clerk

SUBJECT: SEE BELOW

DATE: August 27, 2025

SUBJECT: Approval of Free Use of the Janet Gray Hayes Rotunda for the National Women's Soccer League Championship Welcome Reception Co-hosted by Council District 9 and San José Sports Authority as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event

Recommendation

As recommended by the Rules and Open Government Committee on August 27, 2025:

- (a) Adopt a resolution authorizing "Free Use" for the private, invitation-only National Women's Soccer League Championship Welcome Reception held at the Janet Gray Hayes Rotunda on November 20, 2025;
- (b) Approve the National Women's Soccer League Championship Welcome Reception scheduled on November 20, 2025 as a City Council sponsored Special Event and approve the expenditure of funds; and
- (c) Approve and accept donations from various individuals, businesses, or community groups to support the event.

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

[Rules Committee referral 8/27/2025 - Item B.2]



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: VICE MAYOR PAM FOLEY

SUBJECT: SEE BELOW

DATE: 08/1/2025

Approved

Date:

8/1/2025

SUBJECT: Approval of Free Use of the Janet Gray Hayes Rotunda on Thursday, November 20, 2025 for the National Women's Soccer League Championship Welcome Reception co-hosted by Council District 9 and San Jose Sports Authority as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event

RECOMMENDATION

1. Adopt a resolution authorizing "Free Use" for the private, invitation-only National Women's Soccer League Championship Welcome Reception held at the Janet Gray Hayes Rotunda on Thursday, November 20, 2025;
2. Approve the National Women's Soccer League Championship Welcome Reception as a City Council Sponsored Special Event and approve the expenditure of funds;
3. Approve and accept donations from various individuals, businesses, or community groups to support the event; and
4. Place the item on the Tuesday, September 9, 2025 City Council Agenda for action.

BACKGROUND

In June 2019, the City adopted the Schedule of Fees [Resolution No. 79138](#), Section 13.080 for free use of the City Hall facilities and the plaza. Presently, the resolution allows the City Council and City departments to have free use of the facilities for events that 1) qualify as Official City Business; 2) are free and open to the public; 3) occur on a Sunday through Friday; and 4) are booked 30 days in advance. Resolution No. 79138 does not apply to free use requests for private, invitation-only events that are not free and open to the public, and, as such, City Council approval is required to authorize free use for the National Women's Soccer League Championship Welcome Reception held at the Janet Gray Hayes Rotunda on Thursday, November 20, 2025.

The purpose of this event is to welcome the 2025 National Women's Soccer League (NWSL) Championship to San José as the Championship match is taking place on Saturday, November 22 at Pay Pal Park in San José, one of the premier soccer venues

in North America. Members of the National Women's Soccer League, the San Jose Sports Authority, and elected officials will be invited. The goal of the event is to commemorate the special sporting event and increase visibility for the City of San José.

ANALYSIS

Approval for this event's free use designation is required because the event will be a private, invitation-only event. 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, Vice Mayor Pam Foley 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 9, 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.

San Jose Mayor Matt Mahan said, "We are thrilled to be selected, and we are absolutely ready to host the NWSL championship game. San Jose has produced many of the nation's leading soccer stars over the years, so it makes sense that our city has a strong passion for the sport, evident in the five NCAA Women's College Cups and the 1999 FIFA Women's World Cup. Now, we look forward to hosting another world-class championship event that will undoubtedly inspire the next generation of local soccer stars."¹

"Being named as the host city for the 2025 NWSL Championship provides the opportunity to build upon our legacy for San Jose and the Bay Area through the most popular sport in the world played by the most talented women in the world," said San Jose Sports Authority Executive Director John Poch. "With our partnership with Visit San Jose and the City of San Jose, we are excited to bring the NWSL Championship to our world-class soccer venue in PayPal Park."²

The San Jose Sports Authority is a 501(c)(3) non-profit organization whose mission is to increase the City of San Jose's economic development, visibility, and civic pride through sports. Serving as the City's sports commission since its inception in 1991, the Sports Authority has provided leadership and support to attract or host hundreds of sporting events in San Jose and the South Bay. The Sports Authority also supports and operates community, youth, and amateur sports programs.

¹ <https://www.sjearthquakes.com/news/news-2025-nwsl-championship-presented-by-google-pixel-to-be-staged-at-paypal-park#>.

² <https://www.sjearthquakes.com/news/news-2025-nwsl-championship-presented-by-google-pixel-to-be-staged-at-paypal-park#>.

HONORABLE MAYOR AND CITY COUNCIL

August 1, 2025

Subject: APPROVAL OF FREE USE FOR NOVEMBER 20, 2025

Page 3

PUBLIC OUTREACH/INTEREST

The Office of the City Clerk will post the item on the City's Website for the August 27, 2025 Rules Committee Agenda and the September 9, 2025 City Council Agenda.

COORDINATION

This memorandum has been coordinated with the Office of the City Attorney and Public Works/Event Services.

COST AND FUNDING SOURCE

The total cost of the event is \$5157.98, of which \$1857.98 will be paid by San Jose Sports Authority. The breakdown of non-free use expenses are below. The remaining \$3300.00 will be charged to the Department of Public Works/Event Services' budget. In addition, estimated loss of parking revenue at the 4th Street garage is \$2,000 (100 cars x 8 hours of use, for a maximum of \$20 for the day). Each year each Council Office is allotted 5 free uses for events qualifying for free use. Approval of this action would go towards one of Council District 9 Office's free uses.

Rotunda:

AV personnel \$488.24

Facility set-up and take down \$515.10

Event Captain (1:00 pm-9:30 pm): \$279.00

Good Guard Security Event Guard: \$287.82

Good Guard Security Event Guard: \$287.82

Total: \$1857.98

CEQA

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

Reviewed by:

TONI J. TABER, CMC
City Clerk

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