



# Memorandum

**TO:** RULES AND OPEN  
GOVERNMENT  
COMMITTEE

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

**SUBJECT:** SEE BELOW

**DATE:** June 15, 2018

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**SUBJECT: APPROVAL OF NATIONAL NIGHT OUT AS A CITY SPONSORED  
SPECIAL EVENT, TO EXPEND CITY FUNDS AND AUTHORIZATION  
TO ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE  
EVENT**

## **RECOMMENDATION**

1. Approve the National Night Out scheduled for August 7, 2018 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approve and accept donations from various individuals, businesses or community groups to support the event.
3. Place the item on the June 26, 2018 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.

National Night Out is a free city event, open to the public, and held annually on the first Tuesday of every August, with this year's being held on August 7, 2018 at various locations throughout the City. The events are coordinated through many Council Offices with the assistance of the San Jose Police Department and other City Departments. This is a national effort held in collaboration with a wide variety of individuals, neighborhood and business associations, community-based organizations, schools, and community volunteers.

Additionally, items may be purchased for raffle prizes, and a limited number of gift cards under \$50 may be purchased for raffle and volunteer appreciation. The raffle will be free and open to the public.

HONORABLE MAYOR AND CITY COUNCIL

June 14, 2018

Subject: Approval of National Night Out as a Council Sponsored Special Event

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**ANALYSIS**

Approval by the Rules and Open Government Committee and City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. In compliance with existing fundraising disclosure requirements, all participating Council Offices will report any solicitations made and donations received for the event in the Councilmembers' Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable all participating Council Districts, 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 June 20, 2018 Rules and Open Government Committee Agenda and the June 26, 2018 City Council Agenda.

**COORDINATION**

This memorandum has been coordinated with the City Attorney's Office.

**CEQA**

Not a Project, File No. PP15-077, Temporary Special Events.



TONI J. TABER, CMC  
City Clerk

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