



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Ortiz

**SUBJECT:** SEE BELOW

**DATE:** September 15<sup>th</sup>, 2025

APPROVED:

DATE: 9/15/2025

**SUBJECT: RETROACTIVE APPROVAL OF MEXICAN INDEPENDENCE DAY EL GRITO EVENT, FLAG RAISING AND LIGHTING SPONSORED BY COUNCIL DISTRICT 5 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 Mexican Independence Day El Grito Event scheduled on September 15<sup>th</sup>, 2025, as a City Council sponsored Special Event and approve the expenditure of funds.
2. Retroactively approve the Mexican Flag Raising on September 15<sup>th</sup>, 2025, as a City Council sponsored Special Event and approve the expenditure of funds.
3. Retroactively approve the Mexican Independence Day Tower and Rotunda Lighting from September 12 - 18, 2025, 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 September 30<sup>th</sup>, 2025, Council Agenda for action.

## **BACKGROUND**

On February 1, 2005, the City Council adopted Resolution No. 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.

Mexican Independence Day El Grito will be held on September 15, 2025, at San José City Hall, sponsored by Councilmember Peter Ortiz. Council District 5 is partnering with the Consulate of Mexico and Comité de Fiestas Patrias de San José to host this special event, which includes a flag raising ceremony to honor the heritage and contributions of the Mexican American

community in San José. The event strengthens connections between city officials and the community while highlighting culture, music, art, economic development, and social activities. Additionally, it provides a unique opportunity for community members to experience Mexican culture, access critical resources, and enjoy an evening of activities and live music.

To further enhance the celebrations taking place, the City Hall Tower and Rotunda was lit from September 12 - 18, 2025, in green, white, and red to commemorate of Mexican Independence Day.

The event is free and open to the public.

### **ANALYSIS**

Council Policy 2-1, Section C.1, allows “Flags of Governments Recognized by the United States. Flags of the governments recognized by the United States may be displayed upon the request of the mayor, a member of the City Council or the City Manager.”

City Council Policy 7-14, City Hall Special Event Lighting Policy, Sections B.1 and C.1 allows Tower lighting in conjunction with the Rotunda lighting, which may be displayed in conjunction with ceremonial items as approved by City Council. It also allows for extended lighting beyond one cycle between sundown and sunrise.

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 Peter Ortiz 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 Districts 5, 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 September 24, 2025, Rules Committee Agenda and the September 30, 2025 City Council Agenda.

### **CEQA**

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