



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Sylvia Arenas

**SUBJECT:** SEE BELOW

**DATE:** June 18, 2020

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APPROVED:

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**SUBJECT: APPROVAL OF PARKS AND RECREATION MONTH SPONSORED BY  
COUNCIL DISTRICT 8 AS A CITY COUNCIL SPONSORED SPECIAL  
EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF  
MATERIALS AND SERVICES FOR THE EVENT**

## **RECOMMENDATION**

1. Approve Parks and Recreation Month to be recognized by the City Council on Tuesday, June 30, 2020 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 Tuesday, June 30, 2020 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.

In lieu of a City Proclamation, Parks and Recreation Month will be recognized by the City Council on Tuesday, June 30, 2020 and sponsored by Councilmember Arenas. National Park and Recreation Month is typically celebrated every July to mark the importance of open space and recreation for both the physical and mental health of our communities.

HONORABLE MAYOR AND CITY COUNCIL

May 12, 2020

Subject: Mental Health Awareness Month

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**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 Arenas 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 8, 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 24, 2020 Rules Committee Agenda and the June 30, 2020 City Council Agenda.

**CEQA**

- Not a Project, File No. PP17-010, City Organization & Administrative Activities resulting in no changes to the physical environment.
- Not a Project, File No. PP17-011, Temporary Special Events resulting in no changes to the physical environment.
- 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.