



COUNCIL AGENDA: 4/19/2022

ITEM: 2.14

FILE NO: 22-584

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** April 19, 2022

**SUBJECT: Approval of Earth Day Tree Planting Event Sponsored by Council District 4 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 April 13, 2022:

- (a) Approve the Earth Day Tree Planting Event scheduled on April 22, 2022 as a City Council sponsored Special Event, approve the expenditure of funds, and approve the purchase of gift cards to be intended as prizes; and
- (b) 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. (Cohen)

[Rules Committee referral 4/13/2022 - Item B.3]



## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Cohen  
District 4

**SUBJECT:** SEE BELOW

**DATE:** April 6, 2022

APPROVED:

**SUBJECT: APPROVAL OF EARTHDAY TREE PLANTING EVENT  
SPONSORED BY COUNCIL DISTRICT 4 AS A CITY COUNCIL  
SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT  
DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

### RECOMMENDATION:

1. Approve Earth Day Tree Planting to be held on April 22, 2022 as a City Council Sponsored Special Event, approve the expenditure of funds, and approve the purchase of gift cards to be intended as prizes.
2. Approve and accept donations from various individuals, businesses or community groups to support the events.
3. Place the item on the April 19, 2022 City 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.

Earth Day Tree Planting Event will be held on April 22, 2022 at Baypointe Park, 225 Bay from 12 p.m.-3 p.m. and is sponsored by Councilmember David Cohen.

This special event will include a celebration and the planting of 17 trees at Baypointe Park by volunteers. The purpose of this event is to beautify San Jose and to raise awareness about the importance of trees to the environment. This event will be 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 David Cohen will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum

April 6, 2022

Subject: Earth Day Tree Planting Event

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will enable Council District 4, City departments and the Office of the City Clerk to proceed with the event. Approval of this memorandum will allow Council District 4 to purchase gift cards with a value of up to \$50 to be used as raffle prizes at 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 13, 2022 Rules Committee Agenda and the April 19, 2022 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.