



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Toni J. Taber, MMC
City Clerk

SUBJECT: SEE BELOW

DATE: August 20, 2025

SUBJECT: Retroactive Approval of the San José State University Flag Raising Sponsored by the Office of Mayor Matt Mahan as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event

Recommendation

- (a) Retroactively approve the San José State University Flag Raising scheduled on August 25, 2025 as a City Council sponsored Special Event and approve the expenditure of funds; and
(b) Retroactively 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. (Mayor)

[Rules Committee referral 8/20/2025 - Item A.1.a]



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Mayor Mahan

SUBJECT: SEE BELOW

DATE: August 20, 2025

Approved:

SUBJECT: APPROVAL OF THE SAN JOSE STATE UNIVERSITY FLAG RAISING SPONSORED BY THE OFFICE OF MAYOR MATT MAHAN AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENTS.

RECOMMENDATION:

1. Approve the San Jose State University Flag Raising to be held on August 25, 2025, 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 Tuesday, August 26th, 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.

San José State University is a cornerstone of our city's identity, history, and economic vitality, serving as both an educational leader and a major economic driver for the region. A flag raising at City Hall would honor SJSU's contributions to student achievement, workforce development, community engagement, and cultural diversity. This flag raising would celebrate the strong partnership between the City and the University while recognizing SJSU's role in shaping the leaders, economy, and civic spirit of San José.

ANALYSIS

The display of the San Jose State University Flag is permitted under Council Policy 2- 1, Section C.3, Flags Displayed in Conjunction with Official Ceremonial Items: “Other flags may be displayed in conjunction with official actions, ceremonial items, or proclamations of the City Council.”

Approval by the City Council of the event will ensure compliance with the Council’s prior direction regarding Council Special Events. Approval of this memorandum will enable Council offices, City departments, and the Office of the City Clerk to proceed with the event.

PUBLIC OUTREACH/INTEREST

The Office of the City Clerk will post the item on the City’s Website for the August 20th, 2025, Rules Committee Agenda and the August 26th, 2025, City Council Agenda.

CEQA

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