



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Dev Davis

**SUBJECT:** SEE BELOW

**DATE:** 11/2/2023

---

APPROVED:

---

**SUBJECT: RETROACTIVE APPROVAL OF FRIENDS ON THE FARM SPONSORED BY COUNCIL DISTRICT 6 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 Friends on the Farm scheduled on November 4, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
2. Retroactively approve and accept donations from various individuals, businesses, or community groups to support the event.
3. Place the item on the November 14, 2023 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.

Friends on the Farm will be held on November 4, 2023 at Veggielution Community Farm and sponsored by Councilmember Dev Davis. This special event celebrates health and well-being. The event is 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 Dev Davis 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 6, City departments and the Office of the City Clerk to proceed with

HONORABLE MAYOR AND CITY COUNCIL

\*\*Date of Memo\*\*

Subject: \*\*Event Name\*\*

Page 2

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 November 8, 2023 Rules Committee Agenda and the November 14, 2023 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

C

City Clerk

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