



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Omar
Torres- District 3

SUBJECT: SEE BELOW

DATE: November 7th, 2023

APPROVED: 

**SUBJECT: RETROACTIVE APPROVAL OF VARIOUS EVENTS SPONSORED BY
COUNCIL DISTRICT 3 AS CITY COUNCIL SPONSORED SPECIAL
EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF
MATERIALS AND SERVICES FOR THE EVENT**

RECOMMENDATION

1. Retroactively approve the Plant Sitter Business Grand Opening event scheduled on Friday, September 22nd, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
2. Retroactively approve the Luna Park Business Association meeting scheduled on Tuesday, October 3rd, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
3. Retroactively approve the Autumn Litter Harvest held on October 21st, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
4. Retroactively approve the Tamien Station Community Mixer held on November 1st, 2023 as a City Council sponsored Special Event and approve the expenditure of funds.
5. Approve and accept donations from various individuals, businesses, or community groups to support the events.
6. Place the item on the November 28th, 2023, 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.

The Plant Sitter Grand Opening event was a community event with a celebratory ribbon cutting.

The Luna Park Business Association Meeting was held at the Chiaramonte's Deli and Sandwiches to bring resources for the business owners in the area.

The Autumn Litter Harvest was hosted by Beautify San José and District 3 at McKinley Elementary School. Neighborhood leaders, and San José State Students collected litter in the area.

The Tamien Station Community Mixer was held on November 1st, 2023, and was to encourage community engagement on the naming of the new development coming to the Tamien neighborhood.

ANALYSIS

Retroactive approval by the City Council of these events will ensure compliance with the Council's prior direction regarding Council Special Events. In observance of existing fundraising disclosure requirements, Councilmember Omar Torres 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 3, 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 November 15th, 2023 Rules Committee Agenda and the November 28th 2023, City Council Agenda.

CEQA

Not a Project, File No. PP15-077, Temporary Special Events.

Reviewed by:

TONI J. TABER, CMC
City Clerk

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