



COUNCIL AGENDA: 2/12/2019  
ITEM: 2.13  
FILE NO: 18-1918

## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** February 12, 2019

---

**SUBJECT: Amended Approval of the Senior Winter Walk and Resource Fair Sponsored by Council District 10, 9, and 2 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 February 6, 2019:

- (a) Approve the 12th Annual Senior Winter Walk and Resource Fair scheduled on Friday, February 22, 2019 as a City Council sponsored Special Event and approve the expenditure of funds;
- (b) Approve the purchase of various items and gift cards, under \$50 each, for the prize drawing; and
- (c) 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. (Khamis)

[Rules Committee referral 2/6/19 - Item G.1.b]



# Memorandum

**TO:** RULES COMMITTEE

**FROM:** Councilmember Johnny Khamis  
District 10

**SUBJECT:** SEE BELOW

**DATE:** January 25, 2019

APPROVED:

**SUBJECT: AMENDED APPROVAL OF THE SENIOR WINTER WALK AND RESOURCE FAIR SPONSORED BY COUNCIL DISTRICTS 10, 9, AND 2 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

## RECOMMENDATION

1. Approve the 12<sup>th</sup> Annual Senior Winter Walk and Resource Fair scheduled on Friday, February 22, 2019 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. Approve the purchase of various items and gift cards, under \$50 each, for the prize drawing.
4. Place the item on the February 12, 2019 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.

The 12<sup>th</sup> Annual Senior Winter Walk and Resource Fair will be held on February 22, 2019 at Westfield Oakridge Mall and sponsored by Councilmembers Khamis, Jimenez, and Foley. This special event is a wellness event for the senior population and is free and open to the public.

Additionally, books, gift baskets, and other items from local businesses will be purchased for raffle prizes, and a limited number of gift cards under \$50 may be purchased for raffle and volunteer appreciation. The raffle will be free and open to the public.

The original memo was approved by Council on October 16, 2018. Since then it was decided to purchase additional drawing prizes for the event from event sponsor funds. The change necessitated this amended memo.

### **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, the sponsoring Councilmembers 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 Districts 10, 9, and 2, 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 February 6, 2019 Rules Committee Agenda and the February 12, 2019 City Council Agenda.

### **CEQA**

- X Not a Project, File No. PP15-077, Temporary Special Events.
- Exempt, File No. PP11-046, Graffiti removal services.
- Exempt, File No. PP12-080, CEQA Guidelines Section 15304(e), 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.

Reviewed by:

TONI J. TABER, CMC  
City Clerk

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