



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Matt Mahan
District 10

SUBJECT: SEE BELOW

DATE: September 15, 2021

APPROVED 

**SUBJECT: APPROVAL OF TWO NEIGHBOR DAY EVENTS SPONSORED BY
COUNCIL DISTRICT 10 AS CITY COUNCIL SPONSORED SPECIAL
EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF
MATERIALS AND SERVICES FOR THE EVENT**

RECOMMENDATION

1. Retroactive approval of the Orchard Creek Neighbor Day held on Saturday, September 18, 2021 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approval of the Peppertree Neighbor Day scheduled on Saturday, October 2, 2021 as a City Council sponsored Special Event and approve the expenditure of funds.
3. Approve and accept donations from various individuals, businesses or community groups to support the event.
5. Place the item on the September 28, 2021 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 District 10 Council office, is working with the Orchard Creek Neighborhood Association and the Peppertree HOA to plan Neighbor Day beautification days on Saturday, September 18, 2021, and Saturday, October 2, 2021 respectively. Volunteers from these neighborhoods will be working to pick up litter and beautify their neighborhood. In addition, the District 10 office will provide dumpsters, taking advantage of the \$18,000 budgeted in the FY 2021-2022 Operating Budget for community cleanups and dumpster days throughout District 10. The event is free and open to the public, and will follow all appropriate local public health rules, including requiring masks and social distancing.

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 Mahan will report any cash or in-kind donations received for the events on his Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable Council District 10, 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 September 22, 2021 Rules Committee Agenda and the September 28, 2021 City Council Agenda.

CEQA

- Not a Project, File No. PP15-077, Temporary Special Events.
- Not a Project, File No. PP10-069(c), City Administrative Activities.
- 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.