



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember David Cohen
District 4

SUBJECT: SEE BELOW

DATE: December 6, 2024

APPROVED: *David Cohen*

SUBJECT: RETROACTIVE APPROVAL OF DISTRICT 4 PIEDMONT MIDDLE SCHOOL TREE PLANTING SPONSORED BY COUNCIL DISTRICT 4 AS CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Retroactively approve the District 4 Piedmont Middle School Tree planting that was held on Saturday, October 26, 2024 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 Tuesday, January 14, 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.

The District 4 Piedmont Middle School Tree planting was held on Saturday, October 26, 2024 from 9:00am to 12:00pm in the field of Piedmont Middle School. The event aimed to plant an additional 19 trees in the district towards our goal of 1000 trees. The event was 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 David Cohen will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum

HONORABLE MAYOR AND CITY COUNCIL

08/27/2024

Subject: District 4 Special Event

Page 2

will enable Council District 4, 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 Wednesday, January 8, 2025 Rules Committee Agenda and the Tuesday, January 14, 2025 City Council Agenda.

CEQA

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

Reviewed by:

TONI J. TABER, CMC

City Clerk

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