



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Peter Ortiz

**SUBJECT:** SEE BELOW

**DATE:** January 23<sup>rd</sup>, 2025

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF VARIOUS EVENTS SPONSORED BY COUNCIL DISTRICT 5 AS CITY COUNCIL SPONSORED SPECIAL EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENTS.**

## RECOMMENDATION

1. Retroactively approve the Alum Rock Village Business Association Free Camera Pilot Program camera distribution event held on November 12<sup>th</sup>, 2024, as a City Council sponsored Event and approve the expenditure of funds.
2. Retroactively approve the Lobue Neighborhood Association Dumpster Day held on November 16<sup>th</sup>, 2024, as a City Council sponsored Event and approve the expenditure of funds.
3. Retroactively approve the Mayfair Community Center Dia de Muertos Health Fair held on November 1<sup>st</sup>, 2024, as a City Council sponsored Event and approve the expenditure of funds.
4. Retroactively approve the Lobue Neighborhood Association Safety Community Meeting held on November 7<sup>th</sup>, 2024, a City Council sponsored Event and approve the expenditure of funds.
5. Place the item on the February 11<sup>th</sup>, 2025, City 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 4 events were/will be free, open to the public, and sponsored by Councilmember Peter Ortiz.

## ANALYSIS

The Alum Rock Village Business Association Free Camera Pilot Program camera distribution event held on November 12<sup>th</sup>, 2024, allowed residents from District 5 and business owners to collect a free camera kit to improve safety in their business area. The Lobue Neighborhood Association Dumpster Day, held on November 16<sup>th</sup>, 2024, allowed District 5 residents from the Lobue Park Neighborhood area to get rid of old junk. The Mayfair Community Center Dia de Muertos Health Fair, held on November 1<sup>st</sup>, 2024, provided a space for District 5 residents to come together to receive free health resources and information. The Lobue Neighborhood

Association Safety Community Meeting held on November 7th, 2024, provided a space for the residents of the Lobue neighborhood to come together and ask city representatives questions and receive feedback on how to work together to improve safety and the quality of life for the area.

Approval by the City Council of the events will ensure compliance with the Council's prior direction regarding Council Special Events. In observance of existing fundraising disclosure requirements, Councilmember Peter Ortiz 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 5, 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 5, 2025, Rules Committee Agenda and the February 11, 2025, City Council Agenda.

**CEQA**

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.