



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Toni J. Taber, CMC
City Clerk

SUBJECT: SEE BELOW

DATE: December 7, 2017

SUBJECT: DISTRICT 8 COMMUNITY EVENTS.

RECOMMENDATION: As recommended by the Rules and Open Government Committee on December 6, 2017:

- (a) Retroactively approve the following District 8 events as City Council sponsored special events and approve the expenditure of funds:
 - (1) Norwood Neighborhood Association Meeting on Tuesday, November 7, 2017.
 - (2) **Cancelled** - Norwood Neighborhood Association Meeting on Tuesday, December 5, 2017.
 - (3) Creekside Neighborhood Holiday Lights Celebration on Friday, December 8, 2017.
 - (4) Norwood Neighborhood Association Holiday Celebration on Saturday, December 9, 2017.
 - (5) Holiday Sidewalk Stroll and Celebration on Saturday, December 9, 2017.
- (b) Approve and accept donations from various individuals, businesses, or community groups to support the event.



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Sylvia
Arenas
District 8

SUBJECT: SEE BELOW

DATE: 11/30/2017

APPROVED:

11/27/17

SUBJECT: RETROACTIVE APPROVAL OF COMMUNITY EVENTS SPONSORED BY COUNCIL DISTRICT 8 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Retroactively approve the following District 8 events as Council sponsored Special Event and approve the expenditure of funds:
 - a. Norwood Neighborhood Association Meeting on Tuesday, November 7, 2017
 - b. Norwood Neighborhood Association Meeting on Tuesday, December 5, 2017
 - c. Creekside Neighborhood Holiday Lights Celebration on Friday, December 8, 2017
 - d. Norwood Neighborhood Association Holiday Celebration on Saturday, December 9, 2017
 - e. Holiday Sidewalk Stroll and Celebration on Saturday, December 9, 2017
2. Approve and accept donations from various individuals, businesses or community groups to support the event.
3. Place the item on the December 12, 2017 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.

1. The Norwood Neighborhood Association was held on Tuesday, November 7, 2017 at Cedar Grove Elementary School. This event brought the neighborhood together to address concerns about their community. The event was free and open to the public.

2. The Norwood Neighborhood Association was held on Tuesday, December 5, 2017. This event will bring the neighborhood together to address concerns within their community. The event is free and open to the public.
3. The Creekside Neighborhood Holiday Lights Celebration will be held on Friday, December 8, 2017 at the Yerba Buena Bridge and Cabana Club. The event will bring the community together through a neighborhood stroll to enjoy the holiday lights. The event is free and open to the public.
4. The Norwood Neighborhood Association Holiday Celebration was held on Saturday, December 9, 2017. This event will bring the neighborhood together to celebrate the holidays, build community, and support public safety by connecting neighbors. The event is free and open to the public.
5. The Holiday Sidewalk Stroll and Celebration was held on Saturday, December 9th at Silver Creek Plaza. The event will bring the community together to celebrate the holidays and community. The event is 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 Sylvia Arenas 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 8, 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 December 6, 2017 Rules Committee Agenda and the December 12, 2017 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.

HONORABLE MAYOR AND CITY COUNCIL

November 30, 2017

Subject: District 8 Special Events

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Reviewed by:

A handwritten signature in black ink, appearing to read "Toni J. Taber", written over the printed name.

TONI J. TABER, CMC

City Clerk

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