



## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** June 12, 2025

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**SUBJECT: Retroactive Approval of Emergency Resource Fair 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**

As recommended by the Rules and Open Government Committee on June 11, 2025:

- (a) Retroactively approve the Emergency Resource Fair scheduled on April 5, 2025 as a City Council sponsored Special Event and approve the expenditure of funds; and
- (b) 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. (Candelas)

[Rules Committee referral 6/11/2025 - Item B.11]



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Domingo  
Candelas, District 8

**SUBJECT:** SEE BELOW

**DATE:** 06/05/2025

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF THE EMERGENCY RESOURCE FAIR 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 EVENTS.**

## **RECOMMENDATION**

1. Retroactively approve the Emergency Resource Fair event on April 5, 2025 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 events.
3. Place the item on the June 17, 2025, City 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.

This event was free and open to the public. The purchase of event supplies for the Emergency Resource Fair were for the community who attended to:

- 1) Learn about city services and resources available and/or
- 2) Connect with city staff to discuss concerns and priorities, and/or
- 3) Promote engagement between residents and city government and/or
- 4) Strengthen community ties and foster a sense of unity

### **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 Domingo Candelas 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 June 11, 2025, Rules Committee Agenda and the June 17, 2025, City Council Agenda.

### **CEQA**

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