



Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **FROM:** Councilmember Sylvia Arenas District 8

SUBJECT: SEE BELOW **DATE:** February 24, 2022

APPROVED: *Sylvia Arenas*

2/24/22

SUBJECT: APPROVAL OF KIDS CARE FAIR COMMUNITY EVENT 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. Approve Kids Care Fair scheduled on Saturday, April 2, 2022 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 event.
3. Place the item on the March 8, 2022 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.

Kids Care Fair will be held on Saturday, April 2, 2022 at Welch Park and sponsored by Councilmember Arenas. This special event is a community building fair that includes local entertainment, kids' health resources, vaccination clinic, and family activities. 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 Arenas will report any cash or in-kind donations received for the

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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 March 2, 2022 Rules Committee Agenda and the March 8, 2022 City Council Agenda.

CEQA

- Not a Project, File No. PP17-010, City Organization & Administrative Activities resulting in no changes to the physical environment.
- Not a Project, File No. PP17-011, Temporary Special Events resulting in no changes to the physical environment.
- 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.