



COUNCIL AGENDA: 10/24/2023

ITEM: 2.15

FILE NO: 23-1468

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Toni J. Taber, CMC
City Clerk

SUBJECT: SEE BELOW

DATE: October 24, 2023

SUBJECT: Retroactive Approval and Approval of Multiple Special Events Sponsored by Council District 3 as City Council Sponsored Special Events to Expend City Funds and Accept Donations of Materials and Services for the Events

Recommendation

As recommended by the Rules and Open Government Committee on October 18, 2023:

- (a) Retroactively approve the Lowrider and Coffee with the Captain Events scheduled on September 1, 2023 as a City Council sponsored Special Event and approve the expenditure of funds;
- (b) Retroactively approve the Cafecito Event scheduled on October 7, 2023 as a City Council sponsored Special Event and approve the expenditure of funds;
- (c) Retroactively approve the Pancake Breakfast Event scheduled on October 13, 2023 as a City Council sponsored Special Event and approve the expenditure of funds;
- (d) Approve the Washington Community Halloween Haunted House scheduled on October 28, 2023 as a City Council sponsored Special Event and approve the expenditure of funds; and
- (e) 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. (Torres)

[Rules Committee referral 10/18/2023 - Item B.4]



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Omar
Torres - District 3

SUBJECT: SEE BELOW

DATE: October 5th, 2023

APPROVED:

SUBJECT: RETROACTIVE APPROVAL OF THE LOWRIDER EVENT AND COFFEE WITH CAPTAIN EVENTS SPONSORED BY COUNCIL DISTRICT 3 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 Lowrider and Coffee with the Captain Event both scheduled on September 1st, 2023 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 October 24th, 2023 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 purchase of event supplies and beverages for the Coffee with the Captain was for the community that wanted to learn more about District Three and the San José Police Department's capacity and public safety items.

The Lowrider event was held on September 1st, 2023 at San José City Hall Plaza and was sponsored by Councilmember Omar Torres. The Lowrider event was the first annual

celebration of the removal and end-to the cruising ban. This special event was an opportunity for community members to interact with the San José Chicano and Hispanic culture. The Lowrider event was a great place to access critical resources, and while enjoying an evening full of activities and music. This event was sponsored by Councilmember Omar Torres. 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 Omar Torres 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 3, 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 October 18th, 2023, Rules Committee Agenda and the October 24th, 2023, City Council Agenda.

CEQA

- 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.

Reviewed by:

TONI J. TABER, CMC
City Clerk

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



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Omar
Torres - District 3

SUBJECT: SEE BELOW

DATE: October 5th, 2023

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF THE CAFECITO AND PANCAKE
BREAKFAST SPONSORED BY COUNCIL DISTRICT 3 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 Cafecito scheduled on October 7th, 2023 and the Pancake Breakfast scheduled on October 13th, 2023 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 October 24th, 2023 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 purchase of event supplies and beverages for the Cafecito and Pancake Breakfast were for the community that wanted to learn more about District Three and City Council's capacity to work on issues that relate to downtown residents.

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 Omar Torres 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 3, 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 October 18th, 2023, Rules Committee Agenda and the October 24th, 2023, City Council Agenda.

CEQA

- Not a Project, File No. PP10-069(c), City Administrative Activities.
- Not a Project, File No. PP17-000, 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.



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Omar
Torres - District 3

SUBJECT: SEE BELOW

DATE: October 5th, 2023

APPROVED:

SUBJECT: APPROVAL OF THE WASHINGTON COMMUNITY HALLOWEEN HAUNTED HOUSE EVENT SPONSORED BY COUNCIL DISTRICT 3 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approve the Washington Community Halloween Haunted House scheduled for October 28th, 2023 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 October 24th, 2023 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 purchase of event supplies and food for the Washington Community Halloween Haunted House were for the community. The Washington Community Halloween Haunted House was a special event for members of the community to explore a haunted house and received resources from our office.

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 Omar Torres 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 3, 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 October 18th, 2023, Rules Committee Agenda and the October 24th, 2023, City Council Agenda.

CEQA

- Not a Project, File No. PP10-069(c), City Administrative Activities.
- Not a Project, File No. PP17-000, 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.