



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember David Cohen  
District 4

**SUBJECT:** SEE BELOW

**DATE:** January 5, 2023

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF THE DISTRICT 4 PAJAMA GIVEAWAY AND APPROVAL OF THE RIVER OAKS NEIGHBORHOOD ASSOCIATION MEET AND GREET AS CITY COUNCIL SPONSORED SPECIAL EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THESE EVENTS**

**RECOMMENDATION**

1. Retroactively approve the District 4 Pajama Giveaway Event held on Monday, December 12, 2022 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approve the River Oaks Neighborhood Association Meet and Greet event scheduled for Wednesday, January 18, 2023 as a City Council sponsored Special Event and approve the expenditure of funds.
3. Approve and accept donations from various individuals, businesses, or community groups to support the event.
4. Place the item on the Tuesday, January 24, 2023 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.

The District 4 Pajama Giveaway was held on Monday, December 12 at 1376 Piedmont Road. The purpose of this event was for San Jose residents to gather, socialize and receive free pajamas for children. This event was free and was open to the public.

The River Oaks Neighborhood Association Meet and Greet will be held on January 18<sup>th</sup> at the Elan at River Oaks Apartments Community Room. This event will provide an opportunity for District 4 residents to share their concerns about their neighborhood and issues facing the city, as well as to get to know their Council Member and receive a Council update. This event is free and open to the public.

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**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 David Cohen 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 4, 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 Wednesday, January 11, 2023 Rules Committee Agenda and the Tuesday, January 24, 2023 City Council Agenda.

**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.