



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Omar
Torres- District 3

SUBJECT: SEE BELOW

DATE: August 18, 2023

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF THE SAN JOSÉ STATE UNIVERSITY
FLAG RAISING 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 San José State University (SJSU) Flag Raising scheduled on August 23rd, 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 September 19th, 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 San José State University Flag Raising Ceremony event hosted on August 23rd, 2023, at the City Hall Plaza welcomed students, marking the significant commencement of a new academic journey. This event was sponsored by Councilmember Omar Torres. The San José State University Flag Raising Ceremony event in conjunction with the University's Welcome Week activities that aim to celebrate the return of SJSU Students to campus. The display of the SJSU Flag on August 23rd, 2023, is permitted under Council Policy 2-1, Section C.3 - Flag Displayed in Conjunction with Official Ceremonial Items: "Other flags may be displayed in conjunction with official actions, ceremonial items, or proclamations of the City Council.

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 September 13th, 2023, Rules Committee Agenda and the September 19th, 2023, City Council Agenda.

CEQA

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

Reviewed by:

TONI J. TABER, CMC
City Clerk

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