



# Memorandum

**TO:** HONORABLE MAYOR AND CITY COUNCIL      **FROM:** Councilmember Matt Mahan  
District 10

**SUBJECT:** SEE BELOW      **DATE:** June 9, 2022

APPROVED: *Matt Mahan*

**SUBJECT: APPROVAL OF VIVA PARKS EVENTS AT LA COLINA AND CAHALAN PARKS SPONSORED BY COUNCIL DISTRICT 10 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT.**

## RECOMMENDATION

1. Retroactive approval of the La Colina Park Viva Parks Event scheduled on June 13, 2022 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approval of the Cahalan Park Viva Parks Event scheduled on August 8, 2022 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 June 21, 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.

The 2021-2022 Budget authorized two Viva Parks events per Council District. The District 10 events are schedule on June 13, 2022 at La Colina Park, and on August 8, 2022 at Cahalan Park. The events are sponsored by Councilmember Matt Mahan and PRNS and are 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 Matt Mahan 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

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Council District 10, 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 15, 2022 Rules Committee Agenda and the June 21, 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.