



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Jimenez
District 2

SUBJECT: SEE BELOW

DATE: October 26, 2022

APPROVED:

**SUBJECT: APPROVAL OF THE DISTRICT 2 FALL FESTIVAL 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 District 2 Fall Festival scheduled on November 19, 2022, as a City Council sponsored Special Event and approve the expenditure of funds;
2. Approve the expenditure of District 2 office budget funds to purchase gift cards and other prizes not to exceed \$50 for a free raffle;
3. Approve and accept donations from various individuals, businesses and/or community groups to support the event;
4. Place the item on the November 15, 2022, 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 2 Fall Festival will provide food, family friendly games, activities, health and wellness resources and community engagement to the residents of San José. The event will take place at Edenvale Garden Park and the Hayes Mansion, 200 Edenvale Ave, San Jose, CA 95136 on November 19, 2022. The event will be held in collaboration with the Hayes Mansion which will provide space for a resource fair. This event is 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 Jimenez 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 2, 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 November 2, 2022, Rules Committee Agenda and the November 15, 2022, 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.