



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Cohen
District 4

SUBJECT: SEE BELOW

DATE: November 3, 2022

APPROVED:

SUBJECT: APPROVAL OF ALVISO COMMUNITY GARDEN RIBBON CUTTING 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 Alviso Community Garden Ribbon Cutting held on Saturday, November 5, 2022 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 Tuesday, 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 Alviso Community Garden Ribbon Cutting was held on Saturday, November 5, 2022 at 34 Wilson Way and is sponsored by Councilmember Cohen. This special event provided residents with the opportunity to celebrate the reopening of the neighborhood community garden. The event was free and open to the public, and followed all appropriate local public health rules.

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 Cohen will report any cash or in-kind donations received for the

HONORABLE MAYOR AND CITY COUNCIL

11/3/22

Subject: District 4 Special Events

Page 2

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, November 9, 2022 Rules Committee Agenda and the Tuesday, 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.