



COUNCIL AGENDA: 1/24/2023

ITEM: 2.16

FILE NO: 23-107

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT:** SEE BELOW

**DATE:** January 24, 2023

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**SUBJECT: Retroactive Approval of District 5 Vision Board Party and Street Banner Unveiling Event Sponsored by Council District 5 as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event**

## Recommendation

As recommended by the Rules and Open Government Committee on January 11, 2023:

(a) Retroactively approve the District 5 Vision Board Party scheduled on December 20, 2022, and the Street Banner Unveiling Event scheduled on December 22, 2022, as City Council sponsored Special Events and approve the expenditure of funds; and

(b) Approve and accept donations from various individuals, businesses, or community groups to support the event.

CEQA: Not a Project, File No. PP17-011, Temporary Special Events resulting in no changes to the physical environment. (Carrasco)

[Rules Committee referral 1/11/2023 - Item B.7]



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Magdalena  
Carrasco - District 5

**SUBJECT:** SEE BELOW

**DATE:** December 22<sup>nd</sup>, 2022

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF DISTRICT 5 VISION BOARD PARTY AND STREET BANNER UNVEILING EVENT SPONSORED BY COUNCIL DISTRICT 5 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 District 5 Vision Board Party scheduled on December 20<sup>th</sup>, 2022, and the Street Banner Unveiling Event scheduled on December 22<sup>nd</sup>, 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 January 24<sup>th</sup>, 2023, 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 District 5 Vision Board Party was hosted on December 20<sup>th</sup>, 2022, at Emma Prusch Farm Park and sponsored by Councilmember Magdalena Carrasco. This special event allowed East Side teens to create a Vision Board, helping them visualize what they wish to accomplish either academically or personally in the new year. The Street Banner Unveiling event was hosted on December 22<sup>nd</sup>, 2022, at the Latino Business Foundation and sponsored by Councilmember

Magdalena Carrasco to unveil and celebrate the brand-new East San José Street banners, which capture a symbolic tribute to the art and history of the East Side of San José.

### **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 Magdalena Carrasco 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 5, 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 January 11<sup>th</sup>, 2023, Rules Committee Agenda and the January 24<sup>th</sup>, 2023, City Council Agenda.

### **CEQA**

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