



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Domingo
Candelas, District 8

SUBJECT: SEE BELOW

DATE: 2/22/2023

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF DISTRICT 8 BUDGET AND
BREAKFAST 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 District 8 Budget and Breakfast on February 25TH, 2023, 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 March 14th, 2023, City 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 purchase of event supplies and food for the DISTRICT 8 BUDGET AND BREAKFAST were for the community who attended to learn about the budget and provide input on their priorities.

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 Domingo Candelas 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 8, 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 March 8th, 2023, Rules Committee Agenda and the March 14th, 2023, 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.