



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Peter Ortiz

**SUBJECT:** SEE BELOW

**DATE:** May 26<sup>th</sup>, 2023

APPROVED: 

**SUBJECT: RETROACTIVE APPROVAL OF VARIOUS EVENTS SPONSORED BY COUNCIL DISTRICT 5 AS CITY COUNCIL SPONSORED SPECIAL EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENTS.**

## RECOMMENDATION

1. Retroactively approve the Senior Cafecito event scheduled on April 4<sup>th</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
2. Retroactively approve the Black April Community Event series scheduled on April 21<sup>st</sup>, April 29<sup>th</sup>, and April 30<sup>th</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
3. Retroactively approve the Senior Mother's Day event at Mayfair Community Center scheduled on May 10<sup>th</sup>, 2023, as a City Council-sponsored Special Event and approve the expenditure of funds.
4. Retroactively approve the Foxdale Mother's Day event scheduled on May 12<sup>th</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
5. Retroactively approve the Kollmar Pizza Party event scheduled on May 13<sup>th</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
6. Retroactively approve the 5 Wounds Townhall event scheduled on May 15<sup>th</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
7. Retroactively approve the El Rancho Verde Townhall event scheduled on May 24<sup>th</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
8. Retroactively approve the Community Business Improvement District Townhall event scheduled on May 30<sup>th</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
9. Retroactively approve the District 5 Budget Townhall event scheduled on May 31<sup>st</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
10. Retroactively approve the monthly reservation of a portable restroom for the monthly Vietnamese Heritage Garden Flag Raising event scheduled to start on April 1<sup>st</sup>, 2023, as a City Council sponsored Special Event and approve the expenditure of funds.
11. Approve and accept donations from various individuals, businesses, or community groups to support the event.
12. Place the item on the June 13<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 Senior Cafecito connected seniors and older adults in District 5 to their Council representative and city resources. The event was held on April 4, 2023, at the Villa de Guadalupe Senior Apartments. The Black April Event series paid homage to the City's Vietnamese Community by honoring those lost and connecting Vietnamese residents to opportunities for reflection and different city resources. The event series were held on April 21<sup>st</sup>, April 29<sup>th</sup>, and April 30<sup>th</sup>, 2023, at 1141 East William Street, San Jose, CA 95116. The Senior Mother's Day event at Mayfair Community Center connected seniors and older adults from District 5 to their Council representative and City resources. The event was held on May 10<sup>th</sup> at the Mayfair Community Center. The Foxdale Mother's Day event connected children and families in the District 5 neighborhoods to a resource fair and fun activities while celebrating the mothers of the neighborhood. The event was held on May 13<sup>th</sup> at the Foxdale Village Apartments. The Kollmar Pizza Party event connected children and families in the district 5 neighborhoods of Kollmar Drive to a resource fair and fun activities. The event was held on May 15<sup>th</sup> at the Taylor Oaks Apartments. The 5 Wounds Townhall event connected residents of District 5 to a city representative from the Planning Division to share their thoughts on the buildings they believed should be considered for preservation. The event was held at the Mexican Heritage Plaza on May 15<sup>th</sup>, 2023. The El Rancho Verde Town hall connected families from the District 5 neighborhood of Checkers/El Rancho Verde to public safety, crime prevention, and city resources information. The town hall was held May 24<sup>th</sup>, 2023, at the El Rancho Verde Apartments. The Community Business Improvement District Community Meeting connected residents, businesses, and property owners to information from the Office of Economic Development to information and resources regarding the proposed CBID. The event was held on May 30<sup>th</sup>, 2023, at the IES Portuguese Hall. The District 5 Budget Townhall connected residents from all neighborhoods of District 5 to Budget information that will be presented during council. It allowed residents to ask questions about programmatic funding and share their ideas and concerns. The community meeting was held on May 31<sup>st</sup>, 2023, at the Mayfair Community Center. The monthly reservation of portable restrooms for the Vietnamese Heritage Garden will allow residents that visit the Garden to have access to restrooms during their monthly flag raising. This recurring event occurs at the Vietnamese Heritage Garden.

The 10 events were/will be free, open to the public, and sponsored by Councilmember Peter Ortiz.

## **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 Peter Ortiz 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 June 7<sup>th</sup>, 2023, Rules Committee Agenda and the June 13<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.