



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Omar
Torres - District 3

SUBJECT: SEE BELOW

DATE: February 28th, 2024

APPROVED:

SUBJECT: RETROACTIVE APPROVAL OF THE LEAF TOWN HALL AND PIZZA & POLICY SPONSORED BY COUNCIL DISTRICT 3 AS A CITY COUNCIL SPONSORED SPECIAL EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Retroactively approve the Latino Education Advancement Foundation (LEAF) Town Hall scheduled on February 22nd, 2024 and the Pizza & Policy scheduled on February 29th, 2024 as a City Council sponsored special events and approve the expenditure of funds.
2. Retroactively approve and accept donations from various individuals, businesses, or community groups to support the event.
3. Place the item on the March 26th, 2024 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 beverages for the LEAF Town Hall was for the attendees who joined the informative meeting to learn more about LEAF and how the City supports education. The purchase of event supplies and beverages for the Pizza & Policy was for the attendees who joined the informative meeting to learn more about the VTA's BART Silicon Valley Phase II and how it will impact San José residents and businesses.

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 Omar Torres 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 3, 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 20th, 2024, Rules Committee Agenda and the March 26th, 2024, City Council Agenda.

CEQA

- ☐ Not a Project, File No. PP10-069(c), City Administrative Activities.
- ☐ Not a Project, File No. PP17-000, 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.