



# Memorandum

**TO:** CITY CLERK

**FROM:** Councilmember Jimenez  
District 2

**SUBJECT:** SEE BELOW

**DATE:** March 20, 2024

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF THE WATER EDUCATION FOR LATINO LEADERS CONFERENCE RECEPTION 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 2 the Water Education for Latino Leaders conference reception, on March 15, 2024, at San Jose City Hall Rotunda; and
2. Approve the expenditure of District 2 office budget funds for event costs and facility rental fees.
3. Approve and accept donations from various individuals, businesses and/or community groups to support the events.
4. Place the item on the March 26, 2024, 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 Water Education for Latino Leaders (WELL) conference reception on March 15, 2024, at San Jose City Hall- Rotunda 200 E. Santa Clara St., San Jose, CA 95113, is the start of the WELL annual conference and is co-sponsored by District 2 and Water Education for Latino Leaders. WELL, educates and trains local Latino elected officials about California water policy to promote timely and equitable actions that serve to develop a robust economy, healthy communities, and a resilient environment for all Californians. The reception is open to conference attendees and will focus on issues important to San Jose such as how can we incorporate principles of equity into the design and upkeep of existing and upcoming water infrastructure projects, how extreme weather events impact our water resources, infrastructure, and water quality among others.

### **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 Jimenez 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 2, 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 20, 2024 Rules Committee Agenda and the March 26, 2024 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.