



COUNCIL AGENDA: 10/3/2017  
ITEM: 2.18 (17-177)

## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** September 29, 2017

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**SUBJECT: SHERBOURNE NEIGHBORHOOD BLOCK PARTY**

**RECOMMENDATION:** As recommended by the Rules and Open Government Committee on September 27, 2017:

- (a) Approve Sherbourne Neighborhood Block Party scheduled for September 30, 2017 as a City Council sponsored Special Event and approve the expenditure of funds.
- (b) Approve and accept donations from various individuals, businesses or community groups to support the event.



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Councilmember Donald Rocha  
District 9

**SUBJECT:** SEE BELOW

**DATE:** September 19, 2017

APPROVED:

**SUBJECT: APPROVAL OF Sherbourne Neighborhood Block Party SPONSORED BY COUNCIL DISTRICT 9 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

## RECOMMENDATION

1. Approve the Sherbourne Neighborhood Block Party scheduled on September 30, 2017 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 October 3, 2017 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 Sherbourne Neighborhood Block Party will be held on September 30, 2017 along Sherbourne Drive and sponsored by Councilmember Donald Rocha. This special event is being hosted to increase community engagement specifically for the residents of Sherbourne Drive, provide an opportunity for neighbors to meet each other, and provide a fun and safe evening for families.

## 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 Donald Rocha will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum

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September 19, 2017

Subject: Sherbourne Neighborhood Block Party

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will enable Council District 9, 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 September 27, 2017 Rules Committee Agenda and the October 3, 2017 City Council Agenda.

### **CEQA**

- ☐ Not a Project, File No. PP15-077, Temporary Special Events.
- ☐ 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.