



COUNCIL AGENDA: 11/14/2017  
ITEM: 2.16 (17-371)

## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

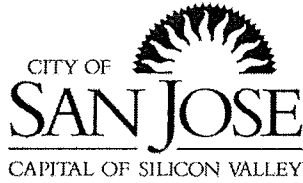
**DATE:** November 9, 2017

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**SUBJECT: COMMUNITY PANCAKE BREAKFAST.**

**RECOMMENDATION:** As recommended by the Rules and Open Government Committee on November 8, 2017:

- (a) Retroactively approve the Community Pancake Breakfast held on November 4, 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:** Vice Mayor Magdalena  
Carrasco  
District 5

**SUBJECT:** SEE BELOW

**DATE:** 10/31/17

APPROVED: \_\_\_\_\_

**SUBJECT: RETROACTIVELY APPROVE COMMUNITY PANCAKE BREAKFAST  
SPONSORED BY COUNCIL DISTRICT 5 AS A CITY COUNCIL  
SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT  
DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

## RECOMMENDATION

1. Retroactively approve Community Pancake Breakfast scheduled on November 4, 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 November 14, 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 Community Pancake Breakfast will be held on November 4, 2017 at Mayfair Community Center sponsored by Vice Mayor Magdalena Carrasco. This special event is to discuss many issues effecting the community. The event is free and open to the public.

## 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, Vice Mayor Magdalena Carrasco 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 November 8, 2017 Rules Committee Agenda and the November 14, 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.