



COUNCIL AGENDA: 12/5/2017  
ITEM: 2.15 (17-454)

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** December 1, 2017

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**SUBJECT: DISTRICT 7 COMMUNITY EVENTS**

**RECOMMENDATION:** As recommended by the Rules and Open Government Committee on November 29, 2017:

- (a) Retroactively approve the Valley Palms Neighborhood Association Thanksgiving Celebration on Tuesday, November 21, 2017 at the Valley Palms Family Resource Center as a City Council sponsored Special Event and approve the expenditure of funds.
- (b) Approve the following District 7 events as City Council sponsored Special Events and approve the expenditure of funds:
  - (1) Santee Community Holiday Celebration on Saturday, December 9, 2017 at Bridges Academy;
  - (2) Iola Williams Senior Holiday Celebration on Saturday, December 2, 2017 at the Seven Trees Community Center;
  - (3) Seven Trees Neighborhood Association Ugly Sweater Potluck on December 6, 2017 at the Seven Trees Community Center;
  - (4) Tully Santa Program on Saturday, December 9, 2017 at the Tully Branch Library;
  - (5) Seven Trees Santa Program on Saturday, December 16, 2017 at the Seven Trees Community Center; and
  - (6) West Evergreen Neighborhood Holiday Celebration on Wednesday, December 20, 2017 at OB Whaley Elementary School.
- (c) Approve and accept donations from various individuals, businesses, or community groups to support the event.



# Memorandum

**TO:** RULES AND OPEN  
GOVERNMENT  
COMMITTEE

**FROM:** Councilmember Tam  
Nguyen  
District 7

**SUBJECT:** SEE BELOW

**DATE:** November 16, 2017

APPROVED:

**SUBJECT: APPROVAL OF COMMUNITY EVENTS SPONSORED BY COUNCIL DISTRICT 7 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 Valley Palms Neighborhood Association Thanksgiving Celebration on Tuesday, November 21, 2017 at the Valley Palms Family Resource Center as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approve the following District 7 events as City Council sponsored Special Events and approve the expenditure of funds:
  - a. Santee Community Holiday Celebration on Saturday, December 9, 2017 at Bridges Academy;
  - b. Iola Williams Senior Holiday Celebration on Saturday, December 2, 2017 at the Seven Trees Community Center;
  - c. Seven Trees Neighborhood Association Ugly Sweater Potluck on December 6, 2017 at the Seven Trees Community Center;
  - d. Tully Santa Program on Saturday, December 9, 2017 at the Tully Branch Library
  - e. Seven Trees Santa Program on Saturday, December 16, 2017 at the Seven Trees Community Center;
  - f. West Evergreen Neighborhood Holiday Celebration on Wednesday, December 20, 2017 at OB Whaley Elementary School;
3. Approve and accept donations from various individuals, businesses, or community groups to support the events.

4. Place the item on the December 5, 2017 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.

Council District 7 has planned these community events. The events are free and open to the public and are supported through the efforts of many neighborhoods, businesses, and community volunteers. Additionally, books, games, toys, and dollar store items will be purchased for raffle prizes, and a limited number of gift cards under \$50 may be purchased for raffle and volunteer appreciation. The raffle will be free and open to the public.

1. Valley Palms Neighborhood Association Thanksgiving Celebration will be held on Tuesday, November 21, 2017 at the Valley Palms Family Resource Center and sponsored by the Valley Palms Neighborhood Association and Councilmember Tam Nguyen. The event will bring the community together to celebrate accomplishments in the neighborhood. The event is free and open to the public.
2. Santee Community Holiday Celebration will be held on Saturday, December 9, 2017 at Bridges Academy and sponsored by the Santee Neighborhood Association and Councilmember Tam Nguyen. The event will bring the community together to celebrate accomplishments in the neighborhood. The event is free and open to the public.
3. Iola Williams Senior Holiday Celebration will be held on Saturday, December 2, 2017 at the Seven Trees Community Center and sponsored by the Iola Williams Seniors and Councilmember Tam Nguyen. The event will provide seniors opportunity to celebrate accomplishments and learn about city services. The event is free and open to the public.
4. Seven Trees Neighborhood Association Ugly Sweater Potluck will be held on Wednesday, December 6, 2017 at the Seven Trees Community Center and sponsored by the Seven Trees Neighborhood Association and Councilmember Tam Nguyen. The event will bring the community together to celebrate accomplishments and provide resources for participants. The event is free and open to the public.
5. Tully Santa Program will be held on Saturday, December 9, 2017 at the Tully Branch Library and sponsored by the Friends of the Tully Library, San Jose Public Library, and Councilmember Tam Nguyen. The event will bring the community together to celebrate the holidays and learn about city services. The event is free and open to the public.
6. Seven Trees Santa Program will be held on Saturday, December 16, 2017 at the Seven Trees Community Library and sponsored by the Friends of the Seven Trees Library, San Jose Public Library, and Councilmember Tam Nguyen. The event will bring the community together to celebrate the holidays and learn about city services. The event is free and open to the public.

7. West Evergreen Neighborhood Holiday Celebration will be held on Wednesday, December 20, 2017 at OB Whaley Elementary School and sponsored by the West Evergreen Neighborhood Association and Councilmember Tam Nguyen. The event will bring the community together to celebrate accomplishments and provide resources for participants. The event is free and open to the public.
8. Approve and accept donations from various individuals, businesses, or community groups to support the events listed above.
9. Place the item on the December 5, 2017 Council Agenda for action.

### **ANALYSIS**

Approval by the City Council of the events will ensure compliance with the Council's prior direction regarding Council Special Events. In observance of existing fundraising disclosure requirements, Councilmember Tam Nguyen will report any cash or in-kind donations received for the events on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable Council District 7, City departments and the Office of the City Clerk to proceed with the events. 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 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, CEQA Guidelines Section 15304(e), 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.