



COUNCIL AGENDA: 2/27/18  
ITEM: 2.17 (18-249)

## *Memorandum*

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**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** February 15, 2018

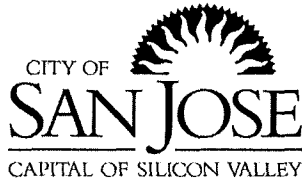
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**SUBJECT: Retroactive Approval of the Traffic Safety Meeting Sponsored by Council District 8 as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event.**

**RECOMMENDATION:**

- (1) Retroactively approve the Traffic Safety Meeting scheduled on January 29, 2018 as a City Council sponsored Special Event and approve the expenditure of funds; and
- (2) Approve and accept donations from various individuals, businesses or community groups to support the event.

[Rules Committee referral 02/14/18 - Item G.1.b]



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Sylvia  
Arenas  
District 8

**SUBJECT:** SEE BELOW

**DATE:** 01/30/2018

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF TRAFFIC SAFETY MEETING  
SPONSORED BY COUNCIL DISTRICT 8 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 the Traffic Safety Meeting scheduled on January 29, 2018 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 February 27, 2018 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.

Traffic Safety Meeting was held on January 29, 2018 at New Seasons Market Evergreen and sponsored by Councilmember Arenas. This special event brought community members together to discuss the important issues of traffic and vehicle safety. The event was 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, Councilmember Arenas 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 8, 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 February 7, 2018 Rules Committee Agenda and the February 27, 2018 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.