

CITY COUNCIL ACTION REQUEST

Department(s): City Manager's Office	CEQA: Statutorily Exempt, File No. PP17-005, Adjustment to Fees, Rates & Fares without changes to or expansion of services, CEQA Guidelines Section 15273 – Rates, Tolls, Fares, and Charges	Coordination: CAO and PW	Dept. Approval: /s/ Lee Wilcox
Council District(s): 3			CMO Approval:  3-28-18

SUBJECT: APPROVAL OF CITY HALL FREE USE ON SATURDAY FOR OFFICE OF IMMIGRANT AFFAIRS CIVIC LEADERS ACADEMY GRADUATION ON SATURDAY, APRIL 14, 2018

RECOMMENDATION:

Adopt a resolution authorizing “Free Use” for events and activities held at City Hall on Saturday, April 14, 2018 for the two Citywide Civic Leaders Academies graduation ceremony.

BASIS FOR RECOMMENDATION:

In June 2016, the City adopted Fees and Charges Resolution 77829 for City Hall Facility and Plaza Use. Presently, the resolution allows the City Council, Redevelopment Agency Board and City departments to have “Free Use” of the facilities for those events that 1) qualify as official city business; 2) are free and open to the public; 3) occur on a Sunday through Friday; and 4) are booked 30 days in advance. Resolution 77829 does not apply to free use requests for Saturday events and as such City Council approval is required to authorize free use on Saturday, April 14, 2018. This event is expected to significantly benefit the community if scheduled on a Saturday as it would accommodate the leaders because it's the last day of the Vietnamese academy, it allows the families of both the Spanish and the Vietnamese participants to attend, and allows the public to also attend and see what happened with the academies.

April 14, 2018 for Citywide Career Fair

The purpose of the In-Language Civic Leaders Academies is to increase interest and understanding of how the City of San José operates and ensure that a new group of residents feel welcome and empowered to come to City facilities and departments when they need to. Council approved the Welcoming San Jose workplan for Year 1 in October of 2016. One of the key areas of focus of that plan is civic engagement. This class was the first civic leaders' academies the Office of Immigrant Affairs has sponsored and celebrating these individuals with their families and in the beautiful space of the Rotunda sends a clear message how much we valued their willingness to participate and them as resident leaders who either have an immigrant experience or whose family has an immigrant experience. The Graduation Ceremony is scheduled to utilize the Rotunda and the Mezzanine on April 14, 2018 from 10 a.m. to 12:30 p.m. (with additional time for set-up and clean up). Since was no pre-existing reservations on this date, this event will not impact public use.

COST AND FUNDING SOURCE:

City Departments will provide onsite staff to facilitate oversee the ceremony and small celebration afterwards. The Office of Immigrant Affairs will cover fees for facility support staff.

FOR QUESTIONS CONTACT: Zulma Maciel, Assistant to the City Manager, (408) 535-8146