



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** May 3, 2018

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**SUBJECT: Retroactive Approval and Approval of Community Events Sponsored By Council District 7 as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event.**

**RECOMMENDATION:**

(a) Retroactively approve the Meet and Greet with Tuscan Hills HOA on Saturday, April 28, 2018 at Viera Park as a City Council Sponsored Special Event and approve the expenditure of funds.

(b) Retroactively approve the Clean Up With Tam on Saturday, April 28, 2018 at College Connection Academy at Yerba Buena High School as a City Council Sponsored Special Event and approve the expenditure of funds;

(c) Approve the following District 7 events as City Council sponsored Special Events and approve the expenditure of funds:

1. Ice Cream Social at Casa Real Apartments on Thursday, May 3, 2018 at Casa Real Apartments;
2. Cinco De Mayo at Santee on Friday, May 4, 2018 at Franklin McKinley Children's Initiative;
3. District 7 Youth Commission Appreciation BBQ on Sunday, May 6, 2018 at Emma Prusch Farm Park;
4. Clean Up With Tam on Saturday, June 23, 2018 at Fontaine Road Neighborhood;
5. Dump Your Junk on Saturday, August 18, 2018 at Windmill Springs Elementary School;
6. Dump Your Junk on Saturday, September 29, 2018 at Dahl Elementary School; and
7. 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:** April 26, 2018

APPROVED:

4/26/2018

**SUBJECT: RETROACTIVE APPROVAL AND 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 Meet and Greet with Tuscany Hills HOA on Saturday, April 28, 2018 at Viera Park as a City Council Sponsored Special Event and approve the expenditure of funds.
2. Retroactively approve the Clean Up With Tam on Saturday, April 28, 2018 at College Connection Academy at Yerba Buena High School as a City Council Sponsored Special Event and approve the expenditure of funds;
3. Approve the following District 7 events as City Council sponsored Special Events and approve the expenditure of funds:
  - a. Ice Cream Social at Casa Real Apartments on Thursday, May 3, 2018 at Casa Real Apartments;
  - b. Cinco De Mayo at Santee on Friday, May 4, 2018 at Franklin McKinley Children's Initiative;
  - c. District 7 Youth Commission Appreciation BBQ on Sunday, May 6, 2018 at Emma Prusch Farm Park;
  - d. Clean Up With Tam on Saturday, June 23, 2018 at Fontaine Road Neighborhood;
  - e. Dump Your Junk on Saturday, August 18, 2018 at Windmill Springs Elementary School;
  - f. Dump Your Junk on Saturday, September 29, 2018 at Dahl Elementary School.

4. Approve and accept donations from various individuals, businesses, or community groups to support the events.
5. Place the item on the May 15, 2018 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. Meet and Greet with Tuscan Hills HOA will be held on Saturday, April 28, 2018 at Viera Park and sponsored by Councilmember Tam Nguyen. The event will bring the community together to learn about city services and resources. The event is free and open to the public.
2. Clean Up With Tam will be held on Saturday, April 28, 2018 at College Connection Academy at Yerba High School and sponsored by Councilmember Tam Nguyen. The event will bring the community together to clean up the neighborhood. The event is free and open to the public.
3. Ice Cream Social at Casa Real Apartments will be held on Thursday, May 3, 2018 at Casa Real Apartments and sponsored by Councilmember Tam Nguyen. The event will bring the community together to learn about city services and resources. The event is free and open to the public.
4. Cinco De Mayo at Santee will be held on Friday, May 4, 2018 at Franklin McKinley Children's Initiative and sponsored by the Santee Neighborhood Association and Councilmember Tam Nguyen. The event will bring the community together to celebrate and learn about Cinco De Mayo as well as city services. The event is free and open to the public.
5. District 7 Youth Commission Appreciation BBQ will be held on Sunday, May 6, 2018 at Emma Prusch Farm Park and sponsored by Councilmember Tam Nguyen. The event will recognize and celebrate accomplishments of the youth in the district. The event is free and open to the public.
6. Dump Your Junk will be held on Saturday, August 18, 2018 at Windmill Springs Elementary School and sponsored by Councilmember Tam Nguyen. The event will give

the community an opportunity to dump their junk and keep neighborhoods clean and vibrant. The event is free and open to the public.

7. Dump Your Junk will be held on Saturday, September 29, 2018 at Dahl Elementary School and sponsored by Councilmember Tam Nguyen. The event will give the community an opportunity to dump their junk and keep neighborhoods clean and vibrant. The event is free and open to the public.

### **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 May 15, 2018 City Council Agenda.

### **CEQA**

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