



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Chappie  
Jones  
District 1

**SUBJECT:** SEE BELOW

**DATE:** May 1<sup>st</sup>, 2018

APPROVED:

**SUBJECT: APPROVAL OF D1 DECIDES VOTING DAY SPONSORED BY COUNCIL DISTRICT 1 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 D1 Decides Voting Day scheduled on Monday, May 14<sup>th</sup> as a City Council sponsored Special Event and approve the expenditure of funds.
2. Retroactively approve and accept donations from various individuals, businesses or community groups to support the event.
3. Place the item on the May 15<sup>th</sup>, 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.

D1 Decides Voting Day will be held on Monday, May 14<sup>th</sup>, 2018 at Cypress Community & Senior Center and sponsored by Councilmember Chappie Jones. This special event provides an opportunity for District 1 residents to learn about the proposals submitted through D1 Decides and allows residents to vote for their top choice projects to be implemented on City property. 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, Councilmember Chappie Jones will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum

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will enable Council District 1, 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 May 9<sup>th</sup>, 2018 Rules Committee Agenda and the May 15<sup>th</sup>, 2018 City Council Agenda.

### **CEQA**

- Not a Project, File No. PP17-010, City Organization & Administrative Activities resulting in no changes to the physical environment.
- Not a Project, File No. PP17-011, Temporary Special Events resulting in no changes to the physical environment.
- 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.