



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Mayor Sam Liccardo

**SUBJECT:** SEE BELOW

**DATE:** August 28, 2018

APPROVED:

8/28/18

**SUBJECT: APPROVAL OF THE COASTAL CLEAN UP DAY AS A CITY  
SPONSORED SPECIAL EVENT, TO EXPEND CITY FUNDS AND  
AUTHORIZATION TO ACCEPT DONATIONS OF MATERIALS AND  
SERVICES FOR THE EVENT**

## RECOMMENDATION

1. Approve the Coastal Cleanup Day scheduled on September 15, 2018 as a City Council sponsored 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 September 11, 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.

Coastal Cleanup Day is a free statewide event, open to the public, and will be held on Saturday, September 15, 2018 at over 15 locations throughout the City coordinated through many Council offices in cooperation with City departments and other agencies including but not limited to the Santa Clara Valley Water District, the California Coastal Commission, the Creek Connections Action Group, and other educational institutions, business organizations, and community volunteers.

## 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, Councilmembers and the Mayor who obtain donated items 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 Districts, the Mayor's Office, City

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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 September 5th Rules Committee Agenda and the September 11<sup>th</sup> City Council Agenda.

### **CEQA**

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

Reviewed by:

[/S/ Toni J. Taber](#)

TONI J. TABER, CMC  
City Clerk

For questions, please contact Toni Taber, City Clerk, at (408) 535-1260.