



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

SUBJECT: SEE BELOW

FROM: Councilmember
Raul Perez
District 3

DATE: 11/8/18

APPROVED:

11/8/18

**SUBJECT: APPROVAL OF THE WORLD AIDS DAY FLAG RAISING CEREMONY
SPONSORED BY COUNCIL DISTRICT 3 AS A CITY COUNCIL
SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT
DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

RECOMMENDATION

1. Approve the World AIDS Day Flag Raising Ceremony scheduled on November 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 November 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.

The World AIDS Day Flag Raising will be held on November 29, 2018 at the City Hall Plaza and sponsored by Councilmember Raul Perez. This special event will bring together community members to unite in the fight against HIV, show their support for people living with HIV, and to commemorate people who have died due to HIV. The event is free and open to the public.

The display of the World AIDS Day Flag on November 29, 2018 is permitted under Council Policy 2-1, Section C.2 – Flags Displayed in Conjunction with Official Ceremonial Items: “Other flags may be displayed in conjunction with official actions, ceremonial items, or proclamations of the City Council.”

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 Raul Peralez 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 3, 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 November 14, 2018 Rules Committee Agenda and the November 27, 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.